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NEEDHAM

ANNUAL REPORT
1994

RETIREMENTS

Name	Department	Years of Service
John Aylsworth	Public Works	25
Margaret Bohmiller	Glover Hospital	16
Anne Bramante	Glover Hospital	10
Katherine Buchanan	Glover Hospital	12
Susan Buettner	Glover Hospital	12
Mildred Carr	Glover Hospital	25
Diane Collins	Building Department	16
William Daniels	Fire Department	33
Mary K. DeIulio	Town Hall	26
Myrna Franzblau	School Department	19
Jane Howard	Town Hall	11
Donald Lavalle	Public Works	32
Anne Longley	School Department	14
Jean MacDonald	School Department	21
Ardis Manelis	Glover Hospital	20
Santina M. Morganti	Glover Hospital	31
Mary T. Murawski	Glover Hospital	20
Carol A. Rauch	Glover Hospital	21
Joseph Sherman	Public Works	31
Carol Stanton	School Department	21
Lola Tatakis	School Department	20
Kay Taylor	School Department	20
Rosalie Tucceri	School Department	27
William Urquhart	Public Works	12
Raymond Vincent	Fire Department	43
George Waugh	Fire Department	32

IN MEMORIAM...

Everett Brown	Fire Department	28
Raymond Chambers	School Department	24
Rita Daniels	School Department	15
Clair Drew	Public Works	27
Beatrice Friel	Glover Hospital	9
Daniel Henderson	Police Department	41
June Lane	Glover Hospital	17
David Mason	Fire Department	18
Kenneth McCulloch	Police Department	30
Brookes Moore	Public Works	30
Alphonso Morganti	School Department	20
John Newbury	School Department	26
Helen Roberts	School Department	24
Donald Ronci	Glover Hospital	15
Wedo Sammarco	Police Department	34
Adelaide Solomon	Glover Hospital	10
Evelyn Taylor	Glover Hospital	14
Frank Tomaino	School Department	12
Melvin Zabar	Town Hall	40

Committee ..... Carl F. Valente, Jane A. Howard

Photographer ..... David Rains

Appreciation is extended to Harriet and John D. Marr, Jr. for their help with the special feature, "Connection to the Past Needham Market, Englan and Patricia Carey for her work on the "Yellow Pages". The Committee thanks Theodora K. Eaton, her staff and the Town Department Heads a Committee Chairmen for their assistance with the compilation of lists in the Reference section.

Cover: Entering Needham Market

Back Cover: The Businesses of Needham Market

CONNECTION TO THE PAST: NEEDHAM MARKET, ENGLAND

is told in our history, that the Town of edham was originally a part of Dedham, and November 5, 1711, the Great and General urt of Massachusetts granted a petition to orporate as a separate town. It is further told t to avoid a conflict among influential fami- who might have preferred that the Town be ned for them, the Royal Governor, Joseph dley, selected the name Needham for the glish town Needham Market since both were se to towns called Dedham. And so our ties Needham Market in Suffolk County England re formed.

e name Needham Market, according to a utable British atlas, means "needy home- ad with a market". Today that does not lly describe the town of 5,000. However, in early years this hamlet was a market center the region. Although not mentioned in the omsday Book, the first mention of the town ler its present name was in 1245.

ere is other data that states the name edham may mean "place of refuge" which stantiates the building of a chapel, as early 1277, which served as a rest house for pil- ms on their way to the shrine of St. munds. The present building, the Church of John the Baptist, was built in the 15th century. It is constructed of flints mixed with brick and fragments of stone, and its mostly noteworthy architectural feature is the magnificent "hammer beam" framed roof.

rklay's Bank - site of one of the oldest pri- e banks in England

From the 15th century on, there was always a mill in Needham Market. The town was a center for cloth, and with the constuction of the mill, came new homes and great prosperity. Hawks Mill, which dates from 1887, was used as a paper mill, a seed mill, and during World War II, by Colemans as mustard factory. It has recently been re-converted and now is used for housing.

Until the mid-1600's, Needham Market grew and thrived. However, with the onset of the Bubonic Plague, the role the town would play in the future of the area changed drastically. There are no vital statistic records, but it is known that many residents became ill with this plague and most of them died. (The death rate was about 70%.) During the worst times, a chain was placed at each end of the town past which no person could travel. Money was left at the chains by residents and food supplies came from farmers from other towns in the area. It is said that the town was deserted and grass grew in the streets. Even after the Plague was over, people were reluctant to visit the town. The market had been moved elsewhere and was flourishing. Hence Needham Market never regained the prominence it once had as a market center.

A walk around Needham Market today would provide the visitor with many glimpses of the past. Theobalds Grammar School was established as a school in the 17th century and used as a school until early in this century. The Victorian Railway Station was designed in 1849. Town Hall was opened in 1866. The Ancient House, built in 1480, has been well restored, but still contains a wealth of fine timber inside. Barclay's Bank is the original site of Alexander's Bank, one of England's oldest private banks dating back to 1744. In 1756, it was absorbed by Barclay's.

However, one also finds some modern buildings on both sides of the High Street, built to replace those buildings which were destroyed by the bombings during World War II. The bombings in Needham Market resulted in the death of seven residents, the destruction of the telephone exchange and several other properties, and serious damage to both the Congregational Church and the Modern School.

At Needham's Town Meeting on May 12, 1993 under article 46, a resolution was unanimously adopted that a "close bond of social and cultural friendship be developed between the Town of Needham, Massachusetts and Needham Market, Suffolk England for the mutual enrichment of both Towns and their inhabitants".

At the Needham Market's Town Council Meeting on March 2, 1994, a resolution was also adopted "that a close bond of social and cultural friendship be developed between the Towns of Needham Massachusetts and Needham Market England for a mutual enrichment of both towns and their residents".

It is therefore, with these proclamations in mind, that the 1993 Annual Town Report is dedicated to our friends in Needham Market.

It is hoped that the glimpses of their community will inspire our residents to visit Needham Market and that we will all benefit from our association.

High Street - 1994

edham and Needham Market Town Officials exchange Documents

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SPECIAL
Connection to the Past: Needham Market, England 1

OARD OF SELECTMEN
OWN ADMINISTRATOR/PERSONNEL

H. Phillip Garrity, Jr., Chairman, Sally B. Davis, Paul Theodore Owens, David F. Eldridge, Jr., John D. Marr, Jr., Carl F. Valente, Town Administrator; Kathleen Phipps Fitzpatrick , Personnel Director

JRPOSE

e Board of Selectmen is one part of the ecutive branch of government for the Town. this capacity, the Board serves as the Police mmissioners, Fire Commissioners, Board of olic Works, and Licensing Authority. The ard of Selectmen normally meets the second l fourth Tuesday of the month except in July l August when meetings are held on the third esday of the month. All meeting are open to public and begin at 6:45 p.m.

its capacity as the Town's executive hority, the Board of Selectmen, with the istance of the Town Administrator and sonnel Director, engages in a variety of ivities in order to fulfill its legal obligations the community.

e Town Administrator is responsible to the ectmen for the day-to-day operation and ersight of those departments under the isdiction of the Board of Selectmen. In lition, the Town Administrator currently ndles the duties of Finance Director, and is ponsible for the overall financial management of the Town.

e Personnel Department provides human ource and benefit management assistance to Town Departments, Boards and Commisns, as well as to retirees and the public. In lition, the Personnel Department, in conction with the Town Administrator, is ponsible for negotiations with, and contract ninistration for, the Town's general governnt bargaining units.

e Board of Selectmen is responsible for:

nplementing and administering the decions of Town Meeting (the Town's egislative branch of government);

stablishing policies and procedures for the oordination of Town government operations;

epresenting the interests of Town residents a variety of forums including: business ealings, legal affairs, and intergovernmental ooperation with other municipal, county, tate, and federal agencies;

- Proposing to the Finance Committee operating budgets for those departments under the Board's control;
- Proposing to Town Meeting a five-year capital improvement plan and funding proposal;
- Making appointments to those Town Boards and Commissions under its control;
- Convening the Annual Town Meeting and any Special Town Meetings that may be required and preparing the Warrants (listing of Articles) for Town Meeting consideration;
- Licensing all food establishments and transportation companies;
- Operating and maintaining Town Hall; and
- Administering the Town's personnel policies as adopted by the Personnel Board and Town Meeting. Negotiating collective bargaining contracts with six bargaining units.

BUDGETARY DATA

No. of Employees		Expenses for FY94	
Selectmen	5	Salaries	$319,665
Town Administrator	1	Purchase of Ser.	138,206
Personnel Director	1	Expenses	22,964
Admin. Support	4	Capital Outlay	4,999
Custodial	2.5	Total	$485,834

FY94 HIGHLIGHTS

Selectmen: In May 1994, Ted Owens and David Eldridge were reelected to serve three-year terms. At this time H. Phillip Garrity, Jr., was voted Chairman; Sally B. Davis, Vice Chairman, and Ted Owens, Clerk of the Board.

Glover Hospital: The sale of Glover Hospital to the Deaconess Corporation was by far the most significant action taken by the Selectmen and Town Meeting in 1994. In light of the rapid changes in health care, it became clear to the Glover Hospital Trustees and the Selectmen that if Needham hoped to maintain Glover Hospital it could no longer remain as a Town-owned facility operating under the constraints of State and local government laws and regulations. After a lengthly bidding and evaluation process, the Deaconess Hospital was chosen as the successful purchaser. The Town received nearly $6,200,000 for the Glover assets. These funds will be reserved and used to pay off the outstanding pension, debt and other liabilities of Glover Hospital. In addition, the Deaconess provided for a new Board of Trustees with a majority of the members from Needham, a commitment to hire and retain at current salary and benefit levels all Glover employees, a commitment maintain inpatient services for five years, and an investment of 2,000,000 for working capital and programmatic activities. Neeham is truly fortunate to be able to retain this fine facility and to have it part of the well respected Deaconess network.

Financial: The Town continued to maintain its strong financial position in FY94. Needham had its "AA" bond rating reaffirmed by Moody's Investors Service. The Board of Selectmen continue to look for non tax revenue sources as well as for ways to streamline Town services.

Capital Planning: In January 1994, the Board of Selectmen and Town Administrator proposed a $2,973,000 Capital Improvement Plan (CIP) to the Finance Committee and Town Meeting. The CIP is the Town's long-range financial plan with a goal of providing for the upkeep of Town facilities and equipment. The FY95 CIP included the purchase of a new election system, improvements to Town facilities to comply with the Americans with Disabilities Act, and a number of improvement projects for the Town's sewer and water systems and streets.

Personnel Administration: There were a number of accomplishments during the year including:

- implementation of the new automated payroll/human resource system;
- transition of Glover employees to the Deaconess-Glover Hospital;
- preparation of Self-Evaluation plan required by the Americans with Disabilities Act;
- implementation of safety committee in the DPW.

OUTLOOK FOR FY95

Key activities facing the Board of Selectmen include:

1. Provide for the smooth transition following the sale of Glover Memorial Hospital to the Deaconess-Glover Hospital. Following the sale of the Hospital, the Town remained responsible for all of the assets and liabilities of the former Glover Hospital. The Selectmen appointed an eight person Glover Enterprise Fund Committee to oversee the nearly $ 4,000,000 dollars in assets and liabilities of the Hospital.
2. Complete the Self-Evaluation and Transition Plan required as part of the American with Disabilities Act;
3. Manage the Town's limited financial resources in light of education reform, static State aid, and projected increases in fixed costs, MBTA assessments, and general Town and school operations. The Town's ability to provide for the health, safety and educational needs of residents will be a key issue, especially in light of difficult, though stabilizing, economic conditions;
5. Expand the recycling area at the Needham landfill/transfer station;
6. Begin efforts to centralize the various inspectional services of the Town;
7. Review the Town's Police and Fire dispatching procedures in preparation for the implementation of Enhanced 911 service;
8. Propose to Town Meeting a senior citizen tax work off program;
9. Re-negotiate collective bargaining agreements with Town unions upon the expiration of the existing agreements;
10. Implement the new federal law on drug/alcohol testing of certain employees driving heavy vehicles;
11. Reorganize the emergency medical services/civil defense offices.
12. Implement a medical case management program for public safety officers.
13. Implement a new performance evaluation system for nonmanagement staff.

ACKNOWLEDGMENTS

The Board of Selectmen wishes to thank the many citizens, volunteers, committee members, employees and others whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall.

GENERAL GOVERNMENT

TOWN CLERK

Theodora K. Eaton,
Town Clerk

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel represent the various boards, departments and committees within the government to which the Town Clerk relates in a direct way. The rim of the wheel represents the many segments of State and County Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Those pertaining to Elections and Town Meeting are the most complex with amendments to the State statutes being made each year. The Town Clerk is the official record keeper for the town including all official business conducted at Town Meetings and elections, both of which are recorded in the Annual Town Clerk's Records. Planning Board and Board of Appeals decisions, vital statistics, business certificates, federal and state tax liens, Uniform Commercial Code filings, Fish & Game Licenses, gasoline licenses, dog licenses - to name a few - are all recorded in the Town Clerk's Office.

During Fiscal Year 1994, the following elections and Town Meetings were held:

Special Town Meeting	November 1, 1993
Annual Town Election	April 11, 1994
Election (To Break Tie Votes for TMMs in Precincts C for Write-In Candidates)	May 2, 1994
Annual Town Meeting	May 2, 1994
Special Town Meeting	May 4, 1994 (7:30P.M.)
Special Town Meeting	May 4, 1994 (8:00P.M.)

The Special Town Meeting in November disposed of 4 articles in one session. The Annual Town Meeting in May disposed of 66 articles in five sessions, and the two Special Town Meetings within the Annual Town Meeting disposed of 3 articles and 1 article respectively.

Budgetary Data		No. of Employees
Personal Services	$75,883	Full Time 3
Expenses	4,670	Part Time 0
Out of State Travel	0	
Capital Outlay	0	
	$80,553	

FY1994 HIGHLIGHTS:

Once every four years (providing there are no special elections scheduled) the Town Clerk's office conducts only one election - the Annual Town Election. Fiscal Year 1994 was that year.

With two new staff members on board, training became a priority for late Fall 1993 through Spring 1994. During the same period of time, the Town Clerk's office addressed the need for a new voting system which became necessary because equipment for the punch card voting system was fast becoming obsolete. At the Annual Town Meeting in May, 1994 Town Meeting unanimously approved the funding for the new optical scan voting system approved by the Elections Division of the Secretary of State's office - the AccuVote ES-2000. This new system combines the newest state of the art technology with the old fashioned paper ballot and is scheduled to makes is debut for the State Primary on September 20, 1994.

The following statistics were compiled during Fiscal Year 1994:

VITAL STATISTICS

Births to Residents:

7/1/93 - 12/31/93	236
1/1/94 - 6/30/94	158
Total Needham Births	394

Deaths:	Residents	Non-Residents
7/1/93 - 12/31/93	116	43
1/1/94 - 6/30/94	133	33
	245	76

Total Deaths Recorded: 321

Marriages:

7/1/93 - 12/31/93	116
1/1/94 - 6/30/94	81
Total Marriages Recorded:	197

Fish and Game Licenses Issued:
7/1/93 - 6/30/94

Class F1-	Resident Citizen Fishing	293
Class F2-	Resident Citizen Minor Fishing	9
Class F3-	Resident Citizen Fishing (Age 65 - 69)	16
Class F4-	Resident Citizen Fishing Paraplegic Blind, Mentally Retarded and over 70	30
Class F5-	Resident Alien Fishing	3
Class F6-	Non-Res. Citizen/Alien Fishing	2
Class F7-	Non-Res. Citizen/Alien 7-Day Fishing	2
Class DS-	Duplicate Sporting	2
Class DH-	Duplicate Hunting	1
Class H1-	Resident Citizen Hunting	89
Class H2-	Resident Citizen Hunting (Age 65 - 69)	2
Class H3-	Resident Citizen Hunting, Paraplegie	2
Class H4-	Resident Alien Hunting	3
Class H5-	Non-Res. Citizen/Alien Hunting, Big Game	1
Class H6-	Non Res. Citizen/Alien, Small Game	0
Class S1-	Resident Citizen Sporting	84
Class S2-	Resident Citizen Sporting (Age 65 - 69)	6
Class S3-	Resident Citizen Sporting Over 70 (Includes Trapping)	23
Class T1-	Resident Citizen Trapping	[illegible]
Class M1-	Archery/Primitive Firearms Stamps	2[illegible]
Class M2-	Massachusetts Waterfowl Stamps	5[illegible]
Class W1-	Wild/and Conservation Stamp - Resident (Inaugurated 1/1/91)	51 51
Class W2-	Wild/and Conservation Stamp - Non-Res. (Inaugurated 1/1/91)	[illegible]
	TOTAL	116[illegible]

Paid to Division of Fish & Game for Licenses	$ 9,834.5[illegible]
Paid to Town Treasurer in Fees	276.7[illegible]

Dog Licenses Issued
7/1/93 - 6/30/94

Male and Female Dogs @ $15.	31[illegible]
Spayed and Neutered Dogs @ $10.	110[illegible]
Transfers @ $1.00	[illegible]
Kennels @ $ 25.	1
Kennels @ $ 50.	[illegible]
Kennels @ $100.	[illegible]
Seeing Eye Dogs - No Charge	[illegible]
Heating Dogs - No Charge	[illegible]
Prior Years' Licenses at $15.	[illegible]
	148[illegible]

Paid to Town Treasurer for FY1994

Dog License Fees	$17,112.0[illegible]
Other License Fees	24,138.0[illegible]
Miscellaneous Fees	39,983.2[illegible]
Total Receipts for FY1994	$91,344.4[illegible]

The Town Clerk's office is oriented to serv[illegible] the public and is open daily from 8:30 A.M[illegible] until 5:00 P.M. Monday through Friday an[illegible] from 7:30 P.M. until 9:00 P.M. on the secon[illegible] and fourth Tuesday evenings except for Jul[illegible] and August when the office is open from 7:3[illegible] P.M. until 9:00 P.M. on the third Tuesday.

FY1995 FORECAST

The restoration and preservation project of fou[illegible] of the Town's public record volumes datin[illegible] back to the early 1700's is scheduled for com[illegible]pletion in July, 1994. These include Record[illegible] Vol. I, 1711-1731; Amos Fuller, Needha[illegible] Town Treasurer 1769; Marriages, Birth[illegible] Deaths, 1801-1863; and Births, 1762-184[illegible] Deaths, 1800-1844. The Town Clerk's offic[illegible] will have a full agenda with three electio[illegible] scheduled for FY1995 (the State Primary [illegible] 9/20/94, the State Election on 11/8/94, and th[illegible] Annual Town Election on 4/10/95), plus th[illegible] implementation of and training for the ne[illegible] Accuvote ES-2000 Optical Scan Votin[illegible] System. With the passage of the Federal Mot[illegible] Voter Bill, mail-in voter registration is sche[illegible]uled to begin on July 1, 1994 and the balance [illegible] the bill to become effective on January 1, 199[illegible] A Special Town Meeting is rumored for la[illegible] Fall of 1994, the Annual Census is schedul[illegible] for January, 1995, the Annual Town Election [illegible] scheduled for April 10, 1995, and the Annu[illegible] Town Meeting is scheduled for May 1, 1995.

)ARD OF REGISTRARS

John W. Day, Chairman; Barbara Doyle, Mary J. McCarthy, Theodora K. Eaton

RPOSE

Board of Registrars in a town is the coun- ırt of an Election Commission in a city and Elections Division of the Secretary of :'s Office at the state level. The Board of strars is composed of four members, not : than two of whom may be members of ame political party.

Town Clerk, by virtue of the office, is one ıe four members of the Board and is ɔnsible for executing the functions of the 'd of Registrars including the conduct of elections and recounts, voter registration, compilation of the Annual Listing of Residents (Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording Town Meeting attendance.

Budgetary Data		No. of Employees
Personal Services	$48,269	Full Time 1
Expenses	15,310	Part Time 4
Canvassers & Tellers	6,500	
Capital Outlay	0	
	$70,079	

FY1994 HIGHLIGHTS

Voter turnout for the one election in Fiscal Year 1994 was as follows:

April 11, 1994
Annual Town Election
4,916 (27.83%)

The Annual Listing of Residents was conducted by mail again this year. 85 % of the residents responded within the first month. Census follow-up was conducted via telephone and police visitation. In accordance with Massachusetts General Laws a list of dog owners was also compiled.

Upon completion of the local listing, drop notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those who proved residence were reinstated. As a result of the notices mailed, names of voters who had moved out of Needham were removed from the Voting List. Names were also removed because of death, failure to comply with the notice, and other changes in voting status. Upon completion of the revision, the total number of registered voters was 17,741, as follows:

Precinct	Democrat	Republican	United We Stand	Libertarian	New Alliance	Unenrolled	TOTAL
A	577	240	-	2	2	891	1712
B	505	302	1	-	-	973	1781
C	589	532	-	-	-	850	1971
D	565	362	-	-	-	754	1681
E	536	376	-	2	-	852	1766
F	637	327	-	-	-	848	1812
G	517	311	-	1	-	809	1638
H	628	317	-	1	-	890	1836
I	610	331	-	-	-	780	1721
J	550	339	-	-	-	934	1823
TOTAL	5,714	3,437	1	6	2	8,581	17,741

FY1994 FORECAST

Special Town Meeting - November 21, 1994
Annual Town Census - January 1, 1995
Annual Town Election - April 10, 1995
Annual Town Meeting - May 1, 1995

ERSONNEL BOARD

John McKeon, Camilla Hertz, Richard Creem, Gordon D. Riedell, Not pictured; Michelle McQuillen

RPOSE

Personnel Board is made up of five mem- appointed by the Town Moderator for a of three years. Under Needham's ɔlidated Personnel By-Law, the Board is ɡed with maintaining the personnel system e Town through the annual formulation of ıssification and compensation plan, the ution of staffing controls, the establish- of recruitment standards, and the adjudi- n of personnel grievances. In addition, the d promulgates administrative orders in erance of the purposes of the Consolidated ɔnnel By-Law and monitors administration e By-Law by the executive branch of the n's government. As a standing committee to Town Meeting, the Personnel Board advises the executive branch on collective bargaining issues and makes recommendations to Town Meeting relative to the funding of collective bargaining agreements and by-law changes.

BUDGETARY DATA

1 Part-time Recording Secretary 1.067

FY94 HIGHLIGHTS

The Personnel Board oversaw significant modifications to the Consolidated Personnel By-Law which corresponded to changes which had been made in recent years to language in other Town bargaining agreements. These changes impacted procedures relating to longevity pay, sick pay buyback, etc. The Board also wrote and promulgated an interim Merit Pay Policy and oversaw the development of a new personnel evaluation form.

FY 95 PROJECTIONS

The Personnel Board continues to work to achieve a personnel policy and compensation plan which is at once fair and equitable to Town employees and mindful of the financial constraints faced by the Town. To that end, the Board will continues to advise the executive branch and the Town Meeting on collective bargaining issues and proposed agreements. The Board will also craft a Merit Pay plan approved by Town Meeting in May 1994 which begins to shift the basis for compensation increases from longevity to the quality of performance.

Hawks Mill - There has been a mill on this site since Domesday times.

GENERAL GOVERNMENT

LEGAL DEPARTMENT

David S. Tobin,
Town Counsel

PURPOSE

The legal department of the Town of Needham provides legal advice to the Town Departments, attends all sessions of Town Meeting, all Selectmen's Meeting and meets with other boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies and assist in the drafting of legislation, by-laws and regulations.

BUDGETARY DATA

Salaries	$ 44,956.00	Employees
Expenses	$ 1,380.00	0 Full Time
Special Fees	$144,944.00	1 Part Time

FY '94 HIGHLIGHTS

During Fiscal year 1994, commencing July 1, 1993 and ending June 30, 1994, Town Counsel negotiated, drafted, approved, interpreted, and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, School Department, Department of Public Works, Finance Department, Park and Recreation Commission, Planning Board, Board of Health, Police Department, Board of Assessors, Conservation Commission, Sewer Department, Water Department and Glover Memorial Hospital. Among the contracts Town Counsel worked on were the sale of the Glover Memorial Hospital, creation of the Woodgrinder Cooperative, Town Hall repairs, architectural, engineering and construction services, health plan services, school repairs and renovations, the Needham Public Schools Employee Assistance Agreement, asbestos and underground storage tank removal, consulting contracts, the HTE computer contract, a dumpster service contract as well as lease and purchase agreements and many other procurements including a quint truck for the fire department.

In court and before various administrative agencies, the Legal Department represented the Town, its boards and/or officer and employees in cases involving zoning appeals and zoning enforcement, conservation land, workmen's compensation, retirement, tort claims, contracts, tax abatement cases and hearings before the Architectural Access Board, the Department of Environmental Protection and the Attorney General's office.

Among other work, the Legal Department consulted with the Board of Selectmen, Board of Appeals, Planning Board, Board of Health and Building Inspector regarding actions and decisions on various real estate developments in Needham and other sewer permitting, zoning, planning and building matters.

The Legal Department assisted th Conservation Commission in the acquisition land for conservation purposes, and enforc ment of the wetlands act.

The Legal Department assisted the Board Health with the resolution of issues su rounding the VNA's request for a permit to n a hospice program on South Street and preparing contracts for such projects as mo quito control and the condemnation unhealthy and unsafe property in the town.

The Legal Department engaged a speci counsel to assist the Selectmen, Tow Administrator and Personnel Director in co lective bargaining and represent the Town labor disputes.

The Legal Department, through its worker compensation attorney, represented the Tow as a Self insurer before the Industri Accident Board.

Town Counsel sat as a member of the medic panel which reviews job related medical bi submitted for payment by former Town poli officers and firefighters who have retir because of accidental disability.

Town Counsel prepared an annual rep for Arthur Anderson and Co., the Town's au tors, evaluating all pending claims and litig tion. Finally, Town Counsel assisted in t preparation of the Warrant Articles a Motions for the 1993 Annual and Special Tow Meeting and the May 1994 Annual and Spec Town Meetings.

MODERATOR

Richard P. Melick,
Moderator

Finances continue to be our greatest future threat, but permit me to mention a different topic this year: town meeting form of government.

Town Meeting actually began as soon as the first settlers arrived. It has served us well ever since, addressing all of our problems (budgetary, schools, town services, zoning, and everything we can think of) for over hundreds of years. This is government of and by the people, not aspiring politicians but regular citizen volunteers who preside, study, report, recommend and legislate your and their government. Hundreds of interested persons give of their talents and time to provide our town with expert information. Non-town meeting members have a right to attend town meeting, and their in-put is very welcome.

Town Meeting has been called "pure democracy" because it is everyone's government. It takes advantage of gratuitous services of its citizens in a way that no other form of government can, and creates as political free an environment as is possible.

We have been given a treasure, a gift, which we must support and protect. Nowhere else in the world do people have the opportunity to govern their own selves as do we! It has not failed us, and we cannot fail it. We must recognize that it is the best form of municipal government anywhere.

Ancient House - built in 1480

CHOOL DEPARTMENT

nifer Peck Fainberg, Chairman, Karl H. uset, Barbara Gillmeister, Margaret G. rphy, Carolyn D. Murray, David mergrad, Gerald A. Wasserman, derick J. Tirrell, Superintendent

EDHAM PUBLIC SCHOOLS CTS AND FIGURES

PULATION TOTAL:	3796
mentary:	1936
ddle School:	891
h School:	969
AFF	
chers:	232
cialists:	56
ministrators:	24
JDENTS	
T Scores:	Class of 1994
bal:	499
h:	566
aking:	94%
ST-GRADUATE STATUS:	
r year college:	82.9%
year college:	4.8%
-college education:	1.8 %
year work, then college:	4.4%
TAL:	93.9%
R PUPIL COST	$5,944
DGET	
ruction:	$15,496,568
t Operations:	2,416, 132
er:	2,135,666
ministration:	730,354
ital Outlay:	50,000
TAL:	$20,828,720

BROADMEADOW SCHOOL

The Broadmeadow School is sited on twelve acres in the southeast corner of Needham. During the 1993-94 year, the systemwide school and curricular goals were advanced through many initiatives. Among the schoolwide programs undertaken this year at Broadmeadow were:

- **"Troubadour" Artists-in-Residence,** Poet, Judith Steinbergh, and songwriter, Victor Cockburn, worked with all the students and teachers to create original songs and poems. A presentation for the school community was the culminating activity for this outstanding program.
- **"Building A Community" Mural Project.** All students worked together to create a mural for the front lobby. Parent volunteers coordinated this enormous undertaking and every student painted a section. The Charles River runs through the mural and connects Needham with Boston.
- Students in the primary grades (K-Grade 2) were involved in many exciting, educational, integrated learning experiences. Of note during the year were: *Holidays Around the World, 100 Days Celebration, Native American Day, Multicultural Arts Festival.*
- The students in the intermediate grades (Grades 3-5) participated in an increasing number of integrated curriculum programs. Highlights of the year include: *Immigration Fair, Explorers Day, White Books student publishing, Energy Fair*

  In conjunction with program initiatives, there were many exciting staff development offerings.
- The faculty participated in extensive workshops with "Troubadour" to enrich understanding in the areas of poetry writing and song writing.
- Four new teachers were trained in the "Social Competency Program" at Wellesley College's Stone Center.
- Several teachers also were involved in workshops on "Inclusion."
- There are many opportunities for creative written expression, from personal journals to bound, "published" works. A portable Writing Center, including a Macintosh, has greatly enhanced all forms of written expression. A compilation of children's writing, "The Broadmeadow Breeze," is published in five volumes during the year.
- The mathematics curriculum focuses on problem-solving and skill development. The incorporation of strategies from "Math: A Way of Thinking" (Grades 3-5) and "Math: Their Way" (K-Grade 2), with the increasing use of manipulative materials, has enriched the math program.
- Broadmeadow began a new program this year, a partnership with Simmons College, which brought two full-time interns to second and fourth grade classes. These interns were invaluable in bringing enriching activities to the students.
- The Broadmeadow School Council was formed in the Fall of 1993 and has begun work in many important areas. A survey of the parent community was done and the results will be incorporated into the educational plan for 1994-95.
- Parent volunteers are a vital part of the school community. In addition to classroom assistance, parents are central to the success of the media, computer and math manipulatives program. Successful P.T.C. fundraising efforts have supported many excellent programs. Among those enrichment activities are, Disabilities Awareness, Book Fair and myriad Creative Arts programs.

JOHN ELIOT SCHOOL

- John Eliot School hosted hundreds of visitors during the course of the year. Teachers, curriculum specialists, writers, artists, musicians, administrators, students and college professors came from as far away as Asia, Europe, New Zealand and as nearby as Dover and Wellesley. They were interested in the integrated arts approach to learning, critical thinking program, language arts program, the writing process and mathematics programs.
- A grant was received from the Massachusetts Cultural Council and the John Eliot PTC for an extended visitation from dance teacher, Nikki Hu, and composer/performer, Guy Van Duser. Their program involved all children in movement/dance classes connected to the subjects of endangered species and mythology. It culminated in a works-in-progress program in which the entire school performed.
- All teachers have been trained by the Stone Center at Wellesley College to use the Social Competency Program. This program stresses problem-solving, learning how to be a friend and to reach out to others, as well as what to do when serious situations occur.
- Eliot's outreach to the community resulted in many programs throughout the year: Eliot Sings and Swings Cabaret Night, Lip Sync Family Night, School Picnic, METCO/Friendship Family Pot Luck Supper, METCO/Friendship Family Overnight, Fifth Grade Musical, Kids for America, Parent Coffees, Curriculum Night, Book Fairs, Orientation Program for parents of entering kindergartners, Kindergarten Musical Program, Primary Musical, Winter and Spring Concerts, Grandparents/VIP Day, Disability Awareness Program, Arts Festival, Invention Convention, Annual Art-In, the Mural Project.
- Writing is a major activity. The children collectively wrote hundreds of books, poems, stories, letters and research reports. They learned how to record their ideas using Mind Mapping, a process of using graphics to represent ideas.

- A highlight of the year was the **Plant a Bulb - Unite a School** project. Needham Garden Club members prepared the beds, added composted soil and nutrients and each child planted a daffodil bulb which came up in the spring and beautified the grounds.
- This was the first year of the School Council which was established as a result of the Education Reform Act of 1993. Members of the council include staff, parents and a community representative. Accomplishments to date are a community newsletter, Tech Camp for parents during the summer, and a parent survey to gather information for Eliot's educational plan.
- The Mural Project, funded by the Massachusetts Cultural Council and the PTC, brought the school together in a collective effort to create a mural which depicted the community. The spectacular result was *Eliot School: The Place To Be.*

HILLSIDE SCHOOL

To best know Hillside School is to see it through the eyes of the three hundred seventy-two students. As you approach the front entrance of the school, you are immediately attracted to Hillside's mural, entitled "Citizens of the World." With the theme of "Community" as a common core, students designed and painted the mural. The outer wall of the building represents Needham and its neighborhoods, Rosemary Lake, Needham Town Forest, and Needham Town Hall. Brotherhood among all people is depicted by showing children of all races and nationalities reaching out to one another across the globe. Hillside Students are encouraged to contribute to their community.

- In March, they collected food for the Needham Community Council.
- In May, they joined with the Needham Park and Recreation Department to clean up tot lots and fields used by all Needham residents. Younger students performed a play about saving the rain forest, while others sang and recited poems.

  As you move inside the foyer, the mural continues to show the Hillside School Community. All members are represented: teachers, custodians, cafeteria staff, secretaries, and of course, children.
- Last fall, thanks to the Needham Garden Club, each student planted a daffodil bulb. This display of color was a glorious harbinger of spring.
- The new playground has been named *The Green Machine* by the students. Hillside parents worked very hard to make this dream a reality.
- Academic subjects are interwoven throughout the mural. The arts are integrated with classroom units of study to help students make connections from one area of the curriculum to another.
- Literature provides a wonderful vehicle to support integrative learning. Writing across curriculum areas was highlighted this year by having all grade levels write about the same topic each month.
- The foyer bulletin board showed how writing skills develop as children progress through the elementary grades. Pen Pal programs at Hillside connect students with other children in Needham, with Senior Citizens at the Stephen Palmer Center in Needham, and with children in other states.
- Using the Educational Native American Computer Network, fourth graders "talked" with their peers while studying Native Americans.
- Students from different grades join together often to read together and to work on specific projects such as writing poetry and big books, making paper, making puppets for shows, and for scavenger hunts. This buddy program fosters a sense of community within the school.

  Critical and creative thinking skills are the base of teaching. Math manipulatives are used in all grades to help children understand concepts more fully before moving into abstract areas.
- Staff members learned more strategies to meet the diverse needs of students in their classrooms. "Cooperative Learning," "Math Their Way," "Positively Poetry," "Accelerated Learning," "Skillful Teacher," and "Tech Camp" are examples of courses taken by Hillside Staff this year.
- Special enrichment programs have been brought to the school by the PTC: "Birds of Prey," "The Great Big Paper Bag Thing," Tide Pools, Wetlands, "Hansel and Gretel," the Irish/Scottish Musicians, and "Sara, Plain and Tall" are examples.
- Field trips are also possible because of PTC support.
- The Needham Science Center gave the students Heather the Hen, Pronto the Rabbit, chinchillas, a milk snake, guinea pig, painted turtle, turtle doves, amaryllis bulbs, tomato and marigold seeds, and a myriad of enrichment materials. Dan DeWolf and Larry White also presented fabulous programs about whales, solar energy, and snapping turtles (a rite of spring at Hillside).
- Social competency is an integral part of the curriculum. To foster this, students from grades one through five participated in a series of meetings to discuss ways to best show respect and tolerance for each other in the classroom, halls, cafeteria, auditorium, and on the playground.
- The Hillside School inclusion program is held in high esteem and is supported by additional staffing. The vision is for this model to be replicated in all elementary schools within the next five years.
- Because many families were redistricted to Hillside, special programs were planned to bring families into our school to learn mor about it and to feel welcome.
- Hillside was the first elementary school t welcome METCO Kindergarten student from Boston. In April, the fir METCO/Host Family Sleepover was hel complete with entertainment.
- Parents were invited to a Curriculum Nig and Invitational Coffees in the fall, the Soc Hop, Babson Skating Party, the Hillside Ar In, the Hillside Spring Concert and A Show, and the Family Picnic in June.

WILLIAM MITCHELL SCHOOL

A dedicated staff and a supportive group parents collaborate to provide the children the Mitchell School with a stimulating ar enjoyable elementary school experienc This year Mitchell's 432 students were taug by a staff of nineteen classroom teache supported by specialist teachers in the areas speech and language, guidance, supporti reading, art, music, physical education, medi and special education.

- The Mitchell Parent Teacher Council membe ship includes over 90% of the Mitchell fam lies. Its various committees host numero activities for students and their families ar raise money for programs that support ar enhance the regular school curriculum.
- In addition, over 200 parent and senior citiz volunteers assist the children of the Mitch School as cafeteria monitors, computer tuto book discussion leaders, media voluntee disability awareness instructors, T-B coaches, and in a host of other roles.
- The Mitchell School program incorporat current instructional strategies such process writing, thinking skills developme conceptual mathematics, current events a exploratory science.
- Mitchell teachers use the Reach Out Schools Social Competency Traini Program to foster positive self-esteem a develop interpersonal skills.

The following are highlights of new progra introduced during the 1993-94 school year.

- Mitchell School Council completed a co prehensive needs assessment and develop school improvement goals for a new th year school improvement pl
  - Interactive Spanish language and cult program expanded to second grade.
- Student assessment portfolios
- Integrated schoolwide curriculum the "Mitchell Celebrates Reading."
- Wall mural depicting "community," pain by all 432 students.
- Successful pilot collaboration with Needham Exchange Club of the Child Assa Prevention Program
- First annual student art show
- Introduced Macintosh Hypercard as a tool learning.

ublic service projects that benefited icaragua, Needham Community Council, nd Brazilian Rain Forests

litchell PTC raised over $17,000 for the renvation of the Mitchell Playground equipient and other supplements to the school proram.

pened a new music room and art room.

EWMAN SCHOOL

The Newman parents conspired to design with the kids' help) and fund the wonlerful playground (Emerald City) that now tands just outside the gymnasium. Through he efforts of an entire community the PTC aised all the funds for the structure itself The school department provided the gravel nd ground cover. This exercise in literal ommunity building paid off as hundreds of hildren and many adults were centrally nvolved in making reality out of a dream.

The school staff at Newman has begun a vonderful working relationship with the Needham Science Center. Located in the ower level of Newman, the Science Center as offered use of its extensive resource ollection, its live animal populations and he many talents of the center's staff. Newman classrooms were literally 'alive' vith project-based science this year.

The Newman classrooms saw the addition f a number of color Macintoshes, a flat bed canner, color printer, laser printer and ffice network.

Several Newman teachers participated volntarily in the Interactive Spanish Program nd created interactive television with Needham High School.

The next phase of renovation includes the etworking of the school. This crucial step orward will bring information to all chilren's desktops and connect them to their lassmates and to the global electronic lassroom.

Almost three-quarters of the Newman staff as now been trained in the techniques of ocial competency as developed by Vellesley College's Stone Center. This rogram, teaches children some common ructures to solve problems individually nd in groups. Using the 'Open Circle' eachers encourage children to deal with sues before they become serious, to evelop a sense of belonging to the group. his work was part of meeting systemwide oals on inclusion, helping children feel afe and involved

Vork of famous children artists was on isplay all year.

recycle center was begun by the Newman arents.

- The first performing groups took shape in the spring.
- The culmination of exploration in the arts was the development and painting of the Newman mural, a fanciful portrayal of the dreams and symbols of childhood. The Newman mural will be permanently mounted on the building's exterior for the coming school year.

POLLARD MIDDLE SCHOOL

During the 1993-94 school year, staff and students forwarded goals in a number of areas. In addition to educational achievements this year, the struggle continued with the ongoing renovation project throughout the school year.

- **Integrated Learning Experiences.** This year all of the clusters designed and implemented a minimum of two or three integrated experiences for all students. Professional days and other staff development time were set aside for staff to review programmatic goals and design appropriate units providing integrated, real world skill applications for students.
- **Infusion of Technology.** Computer Keyboarding became a required course for all sixth graders. Computer assisted learning became a major component of the seventh grade math program. A computerized, simple machines module was implemented in the eighth grade science courses using LEGO/LOGO components leading up to a larger, integrated unit on inventions. A large percentage of eighth grade students attended robotics seminars at Minuteman Tech for a day. Through the summer Tech Camp, almost all teachers are now trained to use a variety of software with Macintosh machines. Each program and almost every teacher has at least one computer in the classroom. Two labs provide whole group instruction in computer technology. Two new courses have been developed to enhance students' facility with computer presentation tools. With the leasing of Macintosh equipment, these courses can be on line for the FY'96 school year. All administrative functions including attendance and building a master schedule for the school are now done using several MacSchool application modules.
- **More Inclusive Education.** A special education model emphasizing collaboration between special educators and classroom teachers piloted last year was expanded this year. Several workshops and courses were provided for staff and parents to introduce, reinforce, and highlight the benefits of and strategies for the inclusion of all students. Staff were pleased with the success of the model.

  Following workshops and speakers on effective mediation and conflict resolution programs, Conflict Resolution Coordinator and her advisory committee devised an appropriate plan for the development of better listening and conflict resolution skills among students schoolwide.

  A voluntary After-School Academy for Boston students was established to provide strong social and academic support and encourage students to achieve at higher levels with pride and self respect. It was very successful and was largely responsible for METCO students increasing their attainment of honor roll status by 300%.
- **School Council Partnership**. The new School Council had a very good first year and became quite invested in the potential Pollard students have for being ambassadors of good will as exhibitors, volunteers, "teachers," hosts, and as participants in intergenerational experiences.

NEEDHAM HIGH SCHOOL

Needham High School had a student population of 984 for the 1993/94 school year. The faculty consists of the equivalent of 61.1 full time instructional staff members, plus an additional 30 professional and support staff employees. The curriculum is varied and based upon a core curriculum concept. While the main emphasis of the high school program is on college preparatory courses, the program of studies offers choices in both the variety of courses and levels of study. The regular education program is augmented by the Personalized Learning Center. Students who are learning disabled are serviced by the special education program. The community classroom component which allows for internships, work experiences, and student volunteerism continues to grow.

The Needham High School Educational Plan for 1993-94 addressed two interwoven strands: culture and curriculum. Change and improvement in either of these strands are slowed by the realization that Needham High School is a school that works. Adherence to the school's core values *To Think; To Respect; To Communicate* allows us to move forward in reasonable fashion. The following issues are addressed in that plan:

- The realignment of the Business, Career Education, and Technology Department continues to develop.
- The changes in Student Council resulted in a more unified and cohesive student leadership.
- The Production Center's move to the high school was successful.
- More than thirty-five students received training in mediation and conflict resolution.

- A high school technology committee began developing a comprehensive plan for the high school.
- The curriculum changes in both PE/Health and Science were more fully implemented.
- Eight high school students received Globe Scholastic Art Awards, including one gold key, four silver keys, and two portfolio nomination awards.
- The High School Concert Chorale received a gold award at a district choral adjudication in New Bedford sponsored by the American Choral Directors Association.
- The High School Concert Band received a bronze award at the Massachusetts Instrumental Conductors Association Festival in Norwood.
- The High School Art II and Commercial Art students responded to a request from Needham's Sudbury Farms to prepare a broad variety of visuals for the store's birthday celebration on a Fenway Park baseball them.
- The Needham High School Marching Band performed in both the Needham and Newton Memorial Day Parades.
- The Mathematics Society, formed this year, is a student group designed for people who are interested in mathematics and related fields. This year, the society hosted a lecture series with outside speakers and a mural contest.
- The "Adopt a Calculator" program involved the training of instructors and the encouragement of students to problem solve using graphic calculators and/or computers.
- Test results are still at an all-time high. Fifty-four students took the AP Math Test and all passed with a 3 or higher.
- Needham High School seniors had an average SAT score of 1065, the highest in the history of the school system. This average represents an increase of 34 points over last year's class, which had held the previous record for highest scores.
- Ninety students took Advanced Placement tests. The fact that 91% scored "Qualified" for advanced placement or higher is remarkable.
- The Class of '94 received over 80 local scholarships totalling about $80,000.
- Over fifty students were involved with the Young Entrepreneurs Club.
- The Needham High School Mock Trial Team had a record of four wins and one loss. That loss came in the regional finals.
- The Model Congress Club again participated in the Harvard Model Congress. Eight Needham High School students received Outstanding Delegate Awards.
- The biology program is now being taught at the freshman level. The physics program will be presented in the tenth grade and chemistry will remain as an eleventh grade course. The senior year will be opened to a menu of science electives.
- A restructured laboratory program which emphasizes inquiry-based learning is in use.

The high school continues to provide students with excellent academic, athletic, and co-curricular opportunities.

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

During the 1994-95 school year, Minuteman celebrates its 20th anniversary. New programs have been opened in Environmental Technology, Dental Assisting and Importing/Exporting, and the school has a new name. By a vote of the School Committee, we are now Minuteman Science-Technology High School and Adult Career Center. This name reflects the emphasis which Minuteman places on technical literacy for all of its students to equip them for success in today's workplace.

For several years, Minuteman staff members and college/business partners have been implementing new school programs on the basis of three facts:

1) Technical literacy is a basic skill now needed in nearly every career field.
2) Many outstanding new career opportunities are emerging in fields related to science and technology (biotechnology, environmental technology, electromechanical, energy-saving construction, computer-controlled vehicles, etc.)
3) Successful careers must now be based on continuous learning and improvement."

These facts have led Minuteman to begin technical literacy programs on the middle school level, to require all students to take a minimum of three years of science and learn total quality management procedures (TQM), and to integrate technical and academic learning in a way that helps many students to achieve much higher levels of academic proficiency; The school has also established school-business college partnerships that are now recognized as among the best in the nation.

Dr. Rollin Johnson of Harvard University an Project Director for the Education Task Forc of the Carnegie Commission on Science Technology and Government has headed Study Commission that has produced strategic blueprint for the future tha Minuteman Science-Technology High Schoo is now pursuing. With the help of busines and industry partners, Minuteman is seekin state and federal as well as private corporatio assistance for its role as a science center fo age-unlimited learning.

Through its daytime, afternoon, evening an summer classes and its satellite technical li eracy programs for middle school student our school is dedicated to providing youn people and adults with the skills for success i the college classrooms and careers o tomorrow.

One of the most promising careers o tomorrow is biotechnology, and Minutema will be opening a Biotechnology Care Academy for students in grades 10 through 1 under a grant award just announced by th National Science Foundation. The project is collaborative effort designed to serve as national model, giving students a coordinate learning spectrum from Minuteman Middlesex Community College to Worcest Polytechnic Institute.

The Biotechnology Career Academy wi operate as a school-within-a-school Minuteman with academic and technic teachers working together in teams. Instructo in the traditional academic areas of Englis chemistry, biology, mathematics and other di ciplines will be linked with technical teache and will no longer teach in an autonomo fashion, but will be participating members professional teams, with all instructo teaching the same group of students.

Students will work on common projects th explore both academic and technical learni during common time. This broad-bas approach to education will allow students become familiar with multiple career pat within the biotechnology industry and receive solid preparation for continuing th education at the post-secondary level.

Scheduled to open in September, 1995, t Biotechnology Career Academy's progra and curriculum will be developed jointly Minuteman, Middlesex Community Colle and Worcester Polytechnic Institute and d seminated by the National Science Foundati as a national model. Admission to the n academy will be highly selective, based testing, interviews and recommendations.

Another National Science Foundation gr — a 4-year grant of $355,000— will establi a "Math/Science Enhanced Manufacturi Technology Training Program" for fema and minorities. The project is designed

ess the declining achievement level of ıle and minority students in math and ıce as they progress through the educa- ıl system.

project will train up to 30 female and ›rity middle and high school teachers to ›me leaders in their schools, showing ı how to provide high interest manufac- g technology based hands-on activities to ort and enhance challenging math and ıce instruction which can easily be incor- ted into the participants' school curricula. ,e teachers are also expected to serve as models, helping female and minority stu- s identify and combat barriers which id prevent them from taking math and sci- courses and preparing for careers in math science.

new program is an outgrowth of another ›nal Science Foundation funded project at ıteman — the "Math/Science Enhanced ıfacturing Project". During the past 31/2 ; this project has linked traditional acad- education in math and science with s-on experiences in high technology ıfacturing at Minuteman, combined with :ach to area middle schools.

ugh this NSF project, Minuteman estab- d a partnership with Massachusetts ute of Technology's Lincoln Laboratory, ard University, Digital Equipment oration. Raytheon Corporation, Polaroid ›oration, Vermont Circuits, Middlesex Community College and the ersity of Massachusetts at Lowell, which : possible the construction of a pilot man- uring laboratory for Minuteman students. ıg the past 3 years this lab has also been for NSF funded summer institutes which 120 middle and high school students and achers from Minuteman district towns an rtunity to work together designing, ing, testing and troubleshooting small ·ammable robots. Another outcome of project has been the establishment of /Science Integrated Technology ratories in Lexington, Concord, Acton Lancaster middle schools, staffed by teman science teachers and serving stu- from these towns as well as Belmont, ›n, Stow, Sudbury, Lincoln and Carlisle.

ıg 1994, Minuteman students and staff nued to earn honors for the excellence of skills. At the national Student Robotics mation Contest sponsored by the Society Manufacturing Engineers at Purdue ersity, freshman Courtney Eckhardt of gton and sophomore Hilary Prezblynski ıdbury won the Robot Maze contest, r Michael Ehman of Belmont won the and Place competition with his ›ot robot, and junior Steve Taliadouros racut was third in the Robot Maze competition.

At the national Vocational Industrial Clubs of America Skill Olympics, Eric Anderson of Arlington became the third Minuteman student to win the national championship in Collision Repair Technology. Other national winners from Minuteman were Wayne Hederstedt of Fitchburg, second place in the postgraduate Air Conditioning & Refrigeration competition and Julie D'Agostino of Wellesley, certificate of merit in the Nursing Assistant competition. For the ninth year in a row, Minuteman horticulture students won top honors for their exhibit at the New England Flower Show.

In athletics, a total of 25 Minuteman students were named to Commonwealth and Colonial Conference all star teams in football, soccer, swimming, wrestling, hockey, baseball, basketball and softball.

Minuteman's Director of Special Needs Gerald Less received a special leadership and service award from the state association of vocational special needs personnel (M.A.V.E.S.N.P.). Minuteman Science instructor Dr. David Form received a national Access Excellence Award, given to outstanding Biology teachers by Gentech Corporation. Dr. Form is the current President of the Massachusetts Association of Biology Teachers.

Minuteman Academics and Technology coordinator James Amara has been appointed to a state Math/Science Advisory Council which will review the state's mathematics and science curriculum frameworks. Minuteman Electromechanical Technology instructor Theresa Jay was invited to spend a week in Erlagen, Germany as a guest research scientist in the area of refractive micro lenses. Minutemen technology students benefit from her expertise in the laser technology program which she teaches.

Minuteman Graphics Department Head Michael Ciccarelli is a member of the Board of Directors of the Boston Litho Club. Computer Technology instructor Patrick Meredith is currently Administrative VicePresident of the Merrimack Chapter of Toastmasters International. English/ Communications Department Head David Reid is a cited reviewer in the current D.C. Heath grammar and composition textbook series.

In this, our twentieth year, we are proud of the accomplishments of our staff and students and of the positive impact Minuteman Science-Technology High School and Adult Career Center is having on the lives of our students and on the economy of our state.

St. John the Baptist Church - dates from the 15th century

EDUCATION

FUTURE SCHOOL NEEDS COMMITTEE

PURPOSE

The Future School Needs Committee was established by Article 62 of the Annual Town Meeting of 1950 and was made a committee of the town By Laws by Article 58 of the Annual Town Meeting of 1994. The Committee will continue to serve as an Advisory Committee to Town Meeting by formulating discussions affecting the Needham Public Schools. The Future School Needs Committee projects future enrollments and works with various Town Committees as well as appointed Subcommittees of the School Committee.

FY94 HIGHLIGHTS

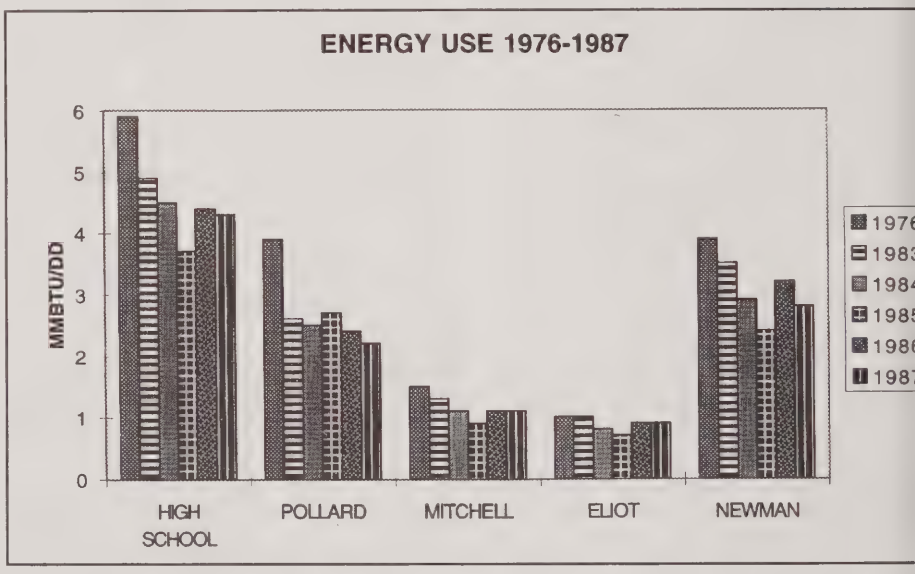
- Enrollment projections continue to show increases at all levels.
- Town birthrate remains above the average projected level.
- Long range energy plan continues to show energy and monetary savings. Indicating that past energy saving efforts are still saving money for the Town during these periods of tight financial constraint.
- Committee was made a permanent standing Committee at the 1994 Annual Town Meeting.
- Energy and maintenance projects continue to be delayed due to financial constraints. Town override failed to approve funding for Newman school renovation.
- Participated on the Pollard and Newman Building Committees.
- After years of service to the Committee, the Chairman and Secretary submitted their resignations effective 30 June 1994.

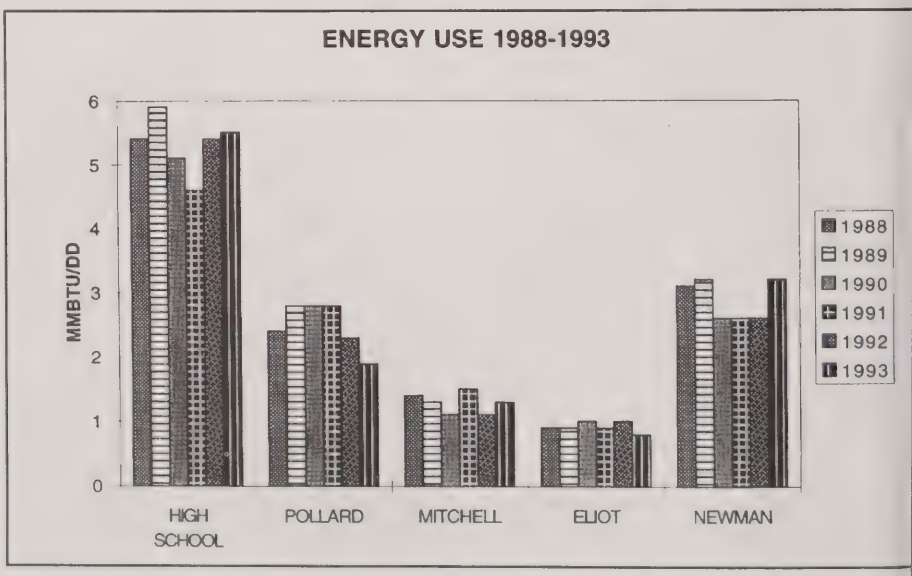
FY95 FORECAST

- Continue to evaluate elementary school needs by promoting the long range plan which will include handicapped access, renovation of structural integrity, improved energy use and upgrading of existing facilities to meet safety codes and educational standards.
- Continue to oversee safety and health conditions at the Pollard School during the last phases of construction.
- Continue to promote the remediation of the Newman School to improve the environmental conditions within the facility.
- Complete the 1995 Enrollment projections.
- Evaluate the school energy saving program.
- Promote Implementation of Energy Saving projects in the Capital Improvement program (CIP).

FUTURE SCHOOL NEEDS ENROLLMENT PROJECTIONS

YEAR:	1993		1994	1995	1996	1997	1998	1999	2000	2001	2
BIRTHS:	327		293	336	301	302	312	312	312	312	
Grades	Projected/Actual										
K	336	319	287	329	295	296	306	306	306	306	
1	334	349	341	306	351	315	316	326	326	326	
2	334	340	344	336	302	347	311	312	322	322	
3	329	331	337	341	333	300	344	308	309	319	
4	284	292	330	336	340	332	299	343	307	308	
5	303	305	289	327	333	337	329	296	339	304	
K-5 Total	1920	1936	1928	1975	1954	1927	1905	1891	1909	1885	1
6	315	322	310	293	332	338	342	334	300	345	
7	288	284	313	301	285	323	329	333	325	292	
8	286	285	276	305	293	278	314	320	324	316	
6-8 Total	889	891	899	899	910	939	985	987	949	953	
9	245	238	262	254	281	270	256	289	294	298	
10	249	247	237	261	253	280	269	255	288	293	
11	240	239	245	235	259	251	277	267	253	286	
12	231	245	237	243	233	257	249	275	265	251	
9-12 Total	965	969	981	993	1026	1058	1051	1086	1100	1128	1
K-12 Total	3774	3796	3808	3867	3890	3924	3941	3964	3958	3966	3





)LICE DEPARTMENT

William G. Slowe,
Police Chief

RPOSE

Needham police mission is the mainte-
e of social order within carefully pre-
ed ethical and constitutional restriction.

mission contains the following elements:

revention of Criminality

epression of Crime

pprehension of offenders

ecovery of property

egulation of noncriminal conduct

erformance of miscellaneous services

)GETARY DATA FY'94

ies	$2,498,295	No. of Employees
nses	211,480	Full Time 54
tal Items	85,800	Part Time 15
l	$2,795,575	

94 HIGHLIGHTS

ıg fiscal year 1994 the officers and staff of Needham Police Department continued efforts to provide a consistently high level ılice service for the community. Although of the most recent innovations in police is known as community oriented policing, fforts over the years have been directed at ly the type of community involvement it ırages. It is gratifying to think that our ıasis on interacting with the community ırovided the type of police service upon h this latest "model" has been based.

ugh the assignment of personnel to areas as drug and safety education, crime pre-on, traffic enforcement and investigative ces officers are encouraged to interact ly with community groups, families, ı, senior citizens, and victims of crime.

:al juvenile diversion program was initi-luring the year to provide an alternative to rosecution of youthful offenders in some and allow for community service, restitu-and counseling under the guidance of the h Commission.

y and awareness programs were adminis-to all elementary schools, as well as :rous elder protection programs designed 'orm senior citizens.

During the year a local business donation enabled the department to equip one patrol car with a miniature video camera. This new technology allows an officer to tape record motorists who are stopped for traffic violations and will enhance officer safety.

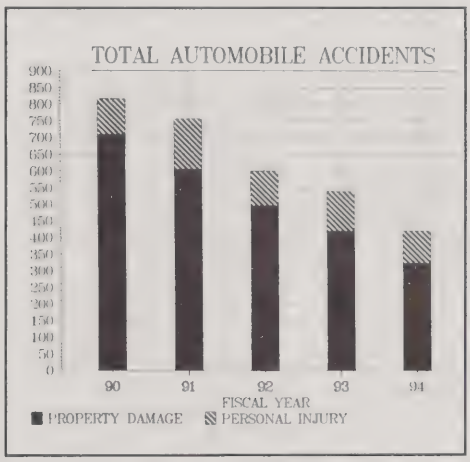
Needham detectives participated in two multi-jurisdictional task forces and their efforts resulted in the solution of over one hundred residential burglaries which had been committed over the past 15 years.

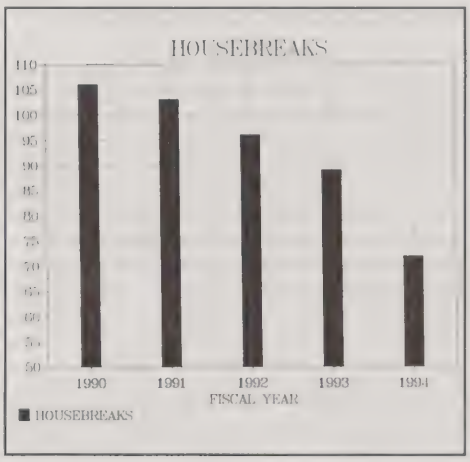
Training during fiscal 1994 focused on such issues as arson, fraud, domestic violence, elderly protection, policing the environment, executive development, juvenile matters, narcotics, and personnel issues. In addition, all officers attended the required in-service training course which includes training in emerging areas of law enforcement. All officers were also trained and requalified in the use of firearms.

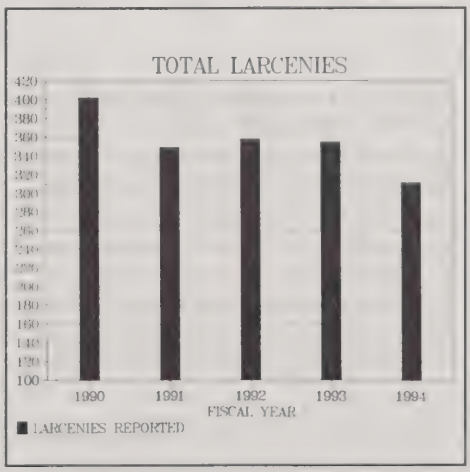
Following the initial installation of computer hardware associated with the newly acquired public safety computer system, selected personnel began to collect and enter information which will serve as the geographic database upon which the system operates. With the assistance of MIS staff, over ten thousand residential and business addresses have been entered as well as information related to various types of calls for service and the required police responses.

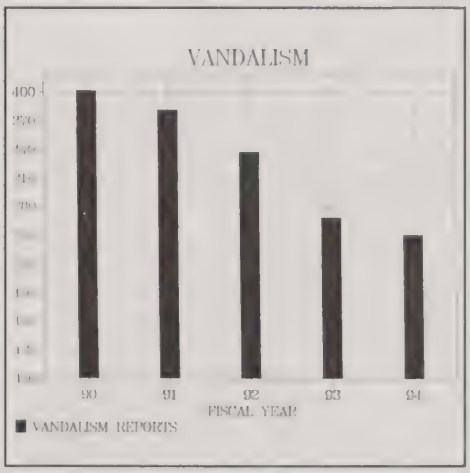
FY '94 FORECAST

- To deploy a well-trained, highly motivated, and disciplined force of officers who are able to meet the needs of the community.
- To continue to provide safety and drug education programs for residents and schoolchildren.
- To continue to train all officers in order to maintain the competence necessary to deal with law enforcement problems.
- To initiate computer aided dispatch (CAD) operations.
- To work toward implementing enhanced 911 service (E911).
- To continue to develop policies and practices which address the needs of the community and provide a high level of efficient and effective police service.









PUBLIC SAFETY

FIRE DEPARTMENT

Robert A. DiPoli, Chief

MISSION STATEMENT

To provide to the Town of Needham, an effective, well-trained team of professionals to protect the lives and property of its residents through fire suppression, emergency medical services, and fire prevention and education in the most cost-effective manner possible.

BUDGETARY DATA

Salaries	$3,118,599.29
Expenses	241,669.36
Capital	10.000.00
	$3,370,268.65

PERSONNEL DATA

In FY94 the Fire Department employed 71 full-time employees.

FY94 SUMMARY OF INCIDENTS

Fires	141
EMS	1154
Service Calls	410
False Calls	446
Miscellaneous Calls	213
TOTAL CALLS	2364

Miscellaneous calls include overpressure rupture calls, hazardous conditions and good intent calls. In addition, there were numerous Fire Prevention, Fire Alarm and Public Information Calls.

COST OFFICE PROTECTION

The cost of fire protection and emergency medical services provided by the Fire Department averaged $120.05 per year per person or $.33 per day, per person in FY94.

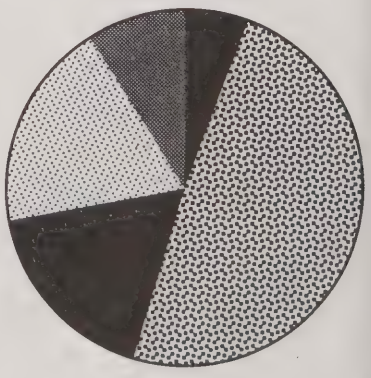
FY94 HIGHLIGHTS

- The Fire Chief completed the final course in the National Fire Academy's Executive Fire Officer's four year program. This program is designed to provide senior officers with a broad perspective on various facets of fire administration.
- Deputy Fire Chief Ernest A. Steeves attended the Massachusetts Firefighting Academy's Chief Executive Fire Officer Training Program. This six month program covered all aspects of fire related managerial skills.
- Deputy Fire Chief Alfred B. DeIulio and Deputy Fire Chief Charles J. Rizzo participated in a Massachusetts Emergency Management Course which focused on interfacing between the incident command system and the emergency operations center.
- In May, Fire Lieutenant James A. Benedict was promoted to Fire Captain, and Firefighter Donald E. Anastasi was promoted to Fire Lieutenant.
- The year saw three retirements including Fire Captain Raymond D. Vincent, and Firefighters William Daniels and George H. Waugh.
- Four new Firefighters were hired including Thomas M. Conroy, Christopher G. Carson, Darryl M. MacGray and Steven F. Guiney.
- The Fire Prevention Bureau issued 1077 permits and collected $24,797.82 in revenue which was turned over to the Town's General Fund.
- An administrative order to all oil burner technicians and heating contractors was issued stating that the fuel line between tanks and burners must be replaced with a new line enclosed in PVC or plastic piping to prevent leakage under cellar floors. To date 175 lines have been corrected.
- The department is continuing to monitor underground storage tanks containing Class A and Class B liquids. To date, 20 applicants have contacted the bureau with the test results of their tank. Any tanks that were found to be leaking were ordered to be removed.
- Sixty-three underground tanks have been removed under the provisions of M.G.L., Chapter 148, 527 C.M.R., 9.'00.
- A release of oil on November 5, 1993 into the brook near Jarvis Circle had the Fire Prevention Bureau extremely busy for many, many weeks. To date, the source of the leak has not been determined. However, the Fire Prevention Bureau along with the Department of Environmental Protection are continuing their investigation.
- During Fire Prevention Week, members of the Fire Department, together with the Exchange Club, prepared and delivered smoke detector information packets to households in Needham. Thanks to a generous donation by Duracell, batteries were included in these packets which were intended to replace old or missing smoke detector batteries.
- The Emergency Medical Services Division responded to 1154 calls and collected $159,952. in revenue which was turned over to the Town's General Fund.
- The fire department now runs two fully equipped, state certified rescue ambulances.
- Emergency medical data informational kits are available free of charge to residents of the community.
- The Emergency Medical Services Division welcomed three more EMT's who successfully completed their state exams, bringing the number of EMT's up to 37 dedicated professionals.
- The Fire Alarm Division collected $61,660. in master box subscriptions, $960 in commercial sprinkler inspections, and $175. in commercial fire alarm inspections all of which was turned over to the Town's General Fund.
- The Fire Alarm Division made 510 visits businesses with master fire alarm box installed to check protection systems.
- The Fire Alarm Division completed the insta lation of the town wide computer cabling ne work by extending it to the Needham Publ Library, School Administration Building a the Council on Aging.
- In March, fire department members attend a 16 hour hazardous materials course whi was presented by the Massachuse Firefighting Academy.

FY95 FORECAST

- The Fire Department looks forward to hiri a few new firefighters to fill the vacanci left by retirements.
- The Fire Department is looking forward placing the new Quint in service in July.
- All above ground tanks that are out of servi must be removed.
- All existing storage tanks regulated unc 527 C.M.R. 9:00 must complete the n form FP290.
- The EMS Division hopes to purchase a n training mannequin for the life savi defibrillator.
- The EMS Division has been granted perm sion from the state for advanced training the EPI-Pen, which is a life saving injecti for those allergic to bee stings.
- We will be looking forward to receivi advanced EMT training to the level EM (Intermediate) and Paramedic.
- With more EMT courses being offered, hope to encourage additional firefighters take the course for certification to join EMT force.

FY94 SUMMARY OF INCIDENTS



IEEDHAM CIVIL DEFENSE

Julius T. Fedel, Director

:edham Civil Defense continues in its role assisting in emergency management and in orking with the town's public safety and ner agency, in providing talent, facilities d personnel at a time when the town is der stress. The organization is staffed by lunteers from our community who feel rticular dedication and responsibility to e town. These volunteers are committed seeing that the town weathers emergencies th a minimum of danger and discomfort.

BUDGETARY DATA

Salaries	$3,000
Expenses	
Capital Outlay	
Total	
Number of Employees	
Full Time	0
Part Time	1
Sworn Volunteers	30

The principal divisions of Civil Defense are the Auxillary Police and the Communications Division. The Auxillary Police performs such functions as directing traffic at an incident site when electric power is lost causing signal failure. They also perform duties such as standing guard over downed wires and provide other safety services. Other activities include volunteering at the Fourth of July Parade, road races, canoe races and other walks and runs held in Needham.

The Communications Division is staffed in large part by members of the Needham Amateur Radio Association. The division maintains communications and provides the tie that links the town with the Massachusetts Emergency Management Agency.

During the spring, Civil Defense participated In the town's emergency preparedness drill with other public safety departments within Needham. This agency proved to be in prime condition and prepared for emergency service.

UILDING DEPARTMENT

mand LaVigne, Building Inspector; Andrew own, Plumbing Inspector; Ernest hengasser, Wiring Inspector

JILDING DEPARTMENT

is department is responsible for reviewing plications and plans to construct, alter and molish any building or structure, for compliice with applicable Zoning By-Laws, assachusetts State Building Code, assachusetts State Fuel, Gas and Plumbing de, Massachusetts State Electrical Code and Town of Needham Sign By-Law.

e Massachusetts State Building Code also quires this department to inspect public ildings. There are 13 places of worship, 15 y care sites, several state group homes, 4 rsing home facilities, Glover Memorial Hosal, The Charles River Association for tarded Citizens, The Walker Home, 7 public hools, 2 private schools, and approximately other places of assembly that require inspecns throughout the year to insure that these actures comply with the Building Code for blic safety, ingress and egress.

sponding to inquiries about what one is owed to do at his property has been a major ponsibility of the Building Inspector. It is Inspector who must determine that all perts for additions and uses of properties, both idential and nonresidential, conform to the wn of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

There have been changes in personnel this last year. Diane Collins, Administrative Assistant and Nancy Bielske, Department Assistant II as well as our Electrical Inspector Donald Griffin have retired.

Elizabeth B. Greene is now the Administrative Assistant, Christina Hooper the Department Assistant II and Ernest J. Hohengasser the new Electrical Inspector.

Number of employees: Full-time 3, Permanent part-time 4, Part-time 7

BUDGETARY DATA

Salaries	$152,484.00
Expenses	$5,187.00
Total	$157,671.00

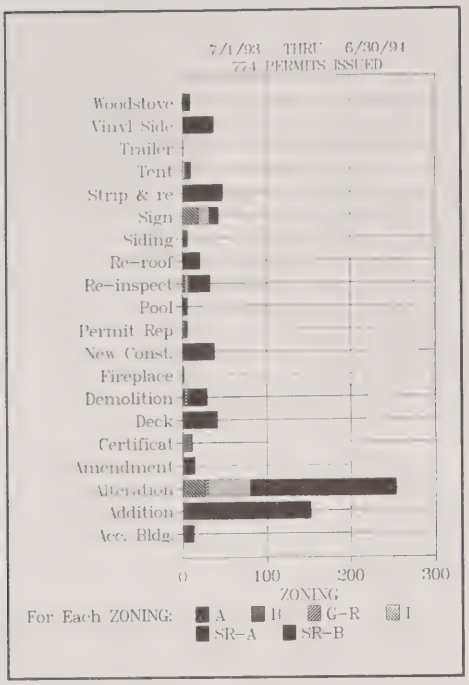
This Department issued a total of 2,490 permits and collected $476,667.50 this year in permit fees.

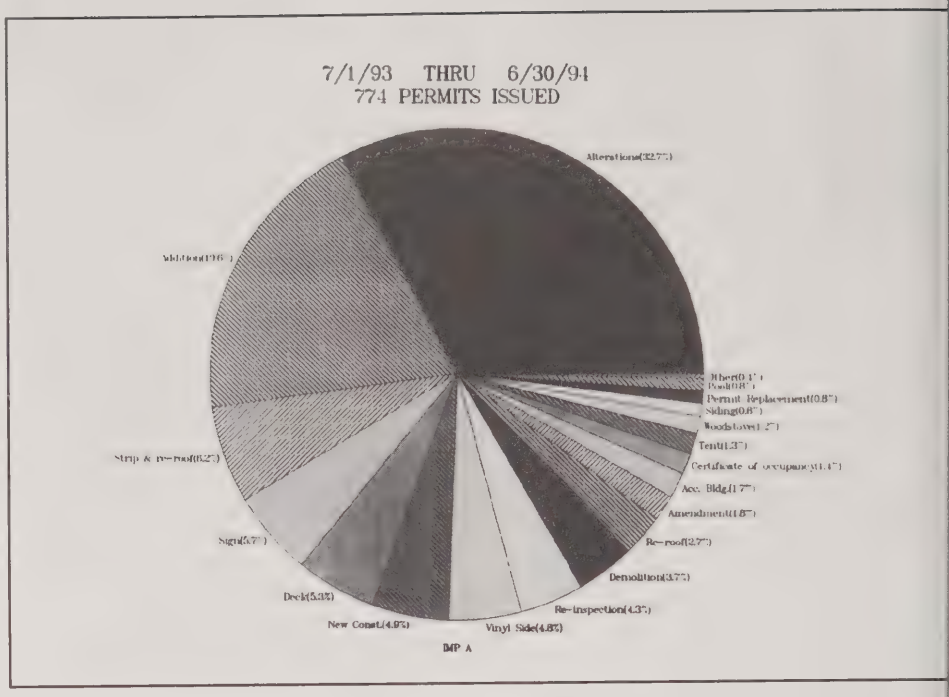
# of permits issued/Fees collected

	1990	1991	1992	1993	1994
Building	670/$148,141.	738/$190,864.	744/$247,294.	794/$210,519.	723/$399,835.
Plumbing	526/$ 15,558.	557/$ 16,520.	677/$ 20,881.	695/$ 19,615.	744/$ 20,880.
Gas	223/$ 4,855.	280/$ 5,710.	249/$ 5,775.	314/$ 7,355.	257/$ 5,945.
Wiring	954/$ 39,425.	786/$ 41,681.	774/$ 42,670.40	756/$ 38,573.	717/$ 44,471.
Signs	60/$ 2,830.	47/$ 2,560.	63/$ 3,080.	37/$ 1,500.	44/$ 2,210.
Swimming Pools	15/$ 650.	12/$ 500.	10/$ 400.	6/$ 275.	5/$ 200.
Miscellaneous Fees	$ 4,542.	$ 3,735.75	$ 2,903.75	$ 6,539.50	$ 3,126.50
Totals	2,461/$216,326.	2,402/$261,570.75	2515/$323,004.15	2602/$ 284,376.50	2490$476,667.50

	1990	1991	1992	1993	1994
New Single Family Dwellings	19	23	36	34	34
New Two Family Dwellings	-	1	-	-	-
New Non-residential Buildings	3	2	2	5	2
Conversion to Two Family	-	-	-	-	-
Add/Alter Existing Residential Buildings	538	566	559	561	549
Add/Alter Existing Non-residential Buildings	77	129	122	145	109
Demolish or Relocate	20	17	14	42	29
Swimming Pools	15	12	10	7	5
Signs	60	47	63	37	44
TOTAL	745	774	806	831	772

PUBLIC SAFETY





PUBLIC FACILITIES

PUBLIC WORKS DEPARTMENT

Richard P. Merson, Director of Public Works; James J. Courchaine, Superintendent Water and Sewer Division; John F.Cusick, Superintendent Park Division; David F. Greenwood, Town Engineer; Roger A. Stolte, Superintendent Highway Division

PURPOSE

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal and recycling, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

BUDGETARY DATA

Personal Services	$1,845,296.
Expenses	1,502,601.
Capital Expenses	310,058.
Snow & Emergency	498,022.
MWRA Sewer	3,026,398
MWRA Water	77,263.
Total	$7,259,638.

Number of employees
Full Time - 76
Part Time - 14

FY'94 HIGHLIGHTS

Recycling markets have improved. Recycled 33 percent of the solid waste stream.

Shipped 7,139 tons of rubbish to Wheelabrator Millbury and 8,338 tons of rubbish was buried in the landfill.

Composted 5,228 tons of yard waste, recycled of 1,371 tons newspaper, 224 tons of mixed paper, including phone books and magazines, 314 tons of glass, 101 tons of corrugated cardboard, and 37 tons of tin cans.

Removed 253 tons of metal from the was stream.

Removed 34 tons of tires from the was stream.

Goodwill received 112 tons of textiles.

11,645 Disposal Area user stickers we purchased.

Regional woodgrinding program initiated.

Resurfaced 7.25 miles of roadway.

Reconstructed and resurfaced 2.02 miles roadway Central Avenue, from Bess Road Jarvis Circle; Great Plain Avenue, from Harr Ave. to Greendale Ave. Stevens Rd., Pinewoo Rd. and Mayo Ave., from Harris Ave. to Gre Plain Ave.; and Fourth Street intersection.

Overlay 6.25 miles of sidewalks on the scho walking routes.

Record winter snowfall increased roadwa damage and consumed 20 percent of the ro maintenance budget.

Designed street reconstruction plans for West Stre

Provided engineer support and Request f Quotations for the Charles River Street Brid rehabilitation.

Painted Rosemary Pool bathhouse.

Reconstructed masonry wall at Rosemary Po Facility.

Installed air conditioning unit at DP building.

ovided engineering support and Request r Proposal for the renovation of the PW Building.

ovided support for Planning Board review for ırr Drive, Bridle-Trail Road, Cutler Road, ırleton Drive, Lynn Road, William Street and ank Street.

ovided support for Planning Board review for ediplex Nursing Home, Winggate Nursing ɔme, GTE Renovations, Coca-Cola Plant reno- tions and Polaroid renovations.

stallation of new electrical box and switches improve night skating lighting at ɔrsford Pond.

stallation of new manual controlled dam at gh Rock Pond to improve skating facility.

ɔntinuation of street tree planting for main ɔroughfares.

ɔam, seed and sod worn areas of Cricket and :Fazio soccer and lacrosse fields.

ɔnstruction of the MWRA Wellesley :tension Sewer Replacement continued.

ıtire water distribution system was high locity flushed to remove sediment.

:w fencing installed at the Charles River .mping Station.

Water and Sewer Division personnel were rtified in water distribution, water treatment d wastewater collection system operation.

7 lead water services, from the water main to : house, were replaced 25 hydrants were ɔlaced.

WRA sewer charge increased by 3.30 percent.

ater mains replaced in Great Plain Ave., tween Central Ave. and North Hill Ave; and :ntral Ave. at the intersection of Great Plain /e. and Noyes St.

placed 8 inch sewer main in Chestnut Street, tween Marsh Rd. and Junction St.

ɔvided drainage design and support for land- closure.

ɔMINISTRATION DIVISION

$ 173,252.

·ludes administrative service to all divisions, ɔl water records, data entry and customer ations.

NGINEERING DIVISION

$ 267,452.

·ludes service to Public Works, Assessors, ınning Board and other agencies.

ARAGE AND EQUIPMENT VISION

$ 634,258.

:ludes operation, maintenance and repair of ıipment, Public Works Building and equip- :nt replacement.

HIGHWAY DIVISION

$1,926,717.

includes maintenance of public ways, Recycling and Transfer Station operation, traffic control, and special projects, including landfill closure and traffic consultant.

PARK DIVISION

$575,807.

includes forestry, park and recreation, Ridge Hill Reservation, and Memorial Park.

SEWER DIVISION

$537,762.

includes maintenance of sewers, pumping station operation, maintenance & repair, maintenance of drains, sewer construction, sewer system rehabilitation and MWRA sewage disposal.

WATER DIVISION

$810,859.

includes supply & pumping, treatment, distribution, customer service, water system rehabilitation, water meter and hydrant replacement and MWRA water purchase.

SNOW AND EMERGENCY

$498,022.

includes SNOW - street and sidewalk plowing, de-icing sand and chemicals and equipment repair; and EMERGENCIES - Disposal Area, sewer, water and winter storm damage.

FY'95 FORECAST

Enter, into contract with PRINS Recycling Facility in Charlestown, MA to commingle recyclables. Increase recyclable items to include plastic items, milk cartons and juice boxes, aluminum food and beverage containers.

Re-design Recycling and Transfer Station to increase safety and increase user friendliness.

West Street to be reconstructed and resurfaced.

Resurface Harris Avenue, from Great Plain Avenue to Webster Street.

Develop engineering design for the reconstruction of Bird Street and Parish Road.

Continue school walking route sidewalks resurface program.

Finalize plans to close landfill; expected closing date of December 31, 1997. Implement municipal parking study recommendations.

Wellesley Extension Sewer Replacement near completion.

Install new water mains in Country Way and Village Lane.

Complete study and implement corrosion control program.

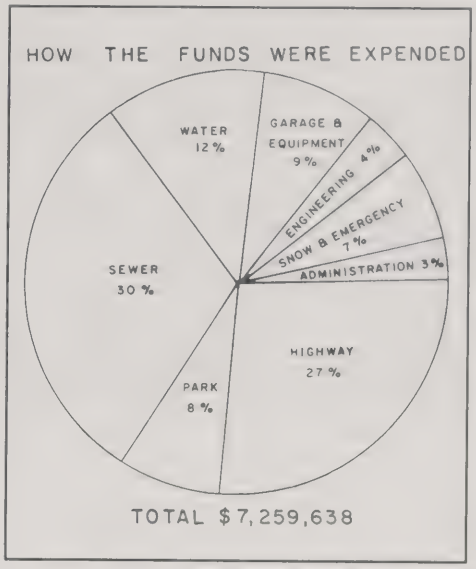
Complete study on No. 3 well at Charles River to determine cost effective method to remove iron and manganese.

Enter into a new 10 year agreement with MWRA to purchase water during high peak demands.

Continue to replace lead water services, hydrants and water meters.

Implement Geographic Information System (GIS) associated with sewer infiltration and inflow reduction.

Install auxiliary power in the West Street and Reservoir St. pump stations.



The New Town Hall - 1806

GLOVER MEMORIAL HOSPITAL

Robert Heald, Chairman; John Antonakes, John Coggswell, Priscilla Dasse, Richard Luskin, Manuel Merino, Edward Murphy, Maryruth Perras, V.K. Saini, Larry Smith, Jeffrey Somers, John Dalton, Administrator

PURPOSE

The purpose of Glover Memorial Hospital is to:

Offer high quality medical care to residents of Needham and surrounding communities.

Play a leadership role in working with the local medical community, other health agencies, town departments and community-based organizations.

Address the future healthcare needs of the community through the acquisition of state-of-the-art medical and surgical technology and recruitment of new physicians to the area.

Sponsor educational lectures, health and safety awareness events, health risk screenings and other programs that promote the benefits of preventive health care.

*BUDGETARY DATA (Unaudited)

Salaries & Wages	$9,885,991
Supplies & Other Expenses	$7,033,615
Town Expenses	$1,582,913
Depreciation/Interest	$ 929,785
Capital Acquisitions	$1,579,591
Total	$21,011,895

*Does not reflect activity related to sale of Hospital

Number of full-time employees:	162
Number of part-time employees:	229

FY '94 HIGHLIGHTS

Glover sale to NEDH Corp. completed through RFP process

At a November 1 Special Town Meeting, the Board of Selectmen was authorized by a unanimous vote to issue a Request For Proposals (RFP) for the purpose of separating Glover from the Town and ensuring the Hospital's future by formally integrating it into a larger network of health care providers. This action followed the announcement in September that Glover and the Deaconess Hospital had signed an affiliation agreement that set forth guidelines for a close working relationship between the two institutions.

Hospital and Town officials worked through the complex RFP process over the winter and spring. The RFP included a number of criteria designed to ensure Glover's continued operation as an acute care, Needham-based hospital. In January, NEDH Corp., the parent organization of the Deaconess Hospital, submitted the only bid that met the RFP's minimum criteria. Subsequently, Hospital and Town officials entered negotiations with NEDH Corp. in order to finalize sale documents for Town Meeting approval.

In early May, Town Meeting demonstrated overwhelming support for the future of the Hospital by authorizing the sale to the newly formed Deaconess-Glover Hospital Corp., a subsidiary of NEDH Corp. On July 1, the former Glover Memorial Hospital became the new Deaconess-Glover Hospital.

New physicians with special interests in the areas of pediatrics, geriatrics, dermatology and diabetes join the medical staff Deaconess affiliation spurs new program development in diabetes and elder care services

As the result of the growing relationship between Glover and the Deaconess, Glover introduced a new diabetes treatment service that employs a Joslin Diabetes Center-affiliated physician as well as a certified diabetes nurse educator and a registered dietitian. During the winter, a new Elder Assessment Program also began to accept patients. This program brings together a team of geriatric specialists who concentrate in the care and treatment of older adults. The team consists of a geriatric physician specialist, a geriatric nurse practitioner, a social worker and other consultants as needed. The team coordinates the evaluation, treatment and follow-up care plans for older adults at risk of losing their ability to function at maximum capacity.

Working in partnership with community agencies, Glover established a regular series of preventive health risk screenings and safety programs.

As part of its continuing commitment to community service, Glover Hospital established a year-round schedule of preventive healt screenings for cardiac risk factors, respirator function, diabetes, breast cancer, skin cancer prostate cancer, glaucoma and cataracts an foot problems. More than 500 area resident took advantage of one or more of these pro grams held throughout the year.

The Needham Exchange Club, Needham Fir Department and Glover also co-sponsored series of Project KidCare photograph ID an fingerprinting events. Approximately 600 chil dren of all ages, accompanied by their parent their parents received a photograph ID, a pam phlet in which to record vital statistics and a se of their own fingerprints. Both the Projec KidCare and health screening events hav become an integral component of Glover' continuing commitment to the promotion c improved community health and safety. addition to the aforementioned on-site event Glover continued to expand its series of off-si lectures and screening programs which tak place at eight different sites in Needham ar surrounding communities.

Deaconess relationship spurs growth i cooperative education programs

As another direct result of the Deaconess affi iation, Glover physicians and staff took adva tage of a variety of enhanced educational ar professional development opportunities avai able through the continuing education depar ment and the Medical Education Committee the Deaconess.

FY 1995 FORECAST

With the transfer of the Glover Memori Hospital ownership from the Town Needham to Deaconess-Glover Corp., t name of the new hospital will becor Deaconess-Glover Hospital. The ne Deaconess-Glover will continue to play integral role in the delivery of communit based health care services, through the recru ment of highly trained physicians to the are investment in state-of-the-art technology a the development of programs and services t meet the needs and expectations of the comm nity. In partnership with a wide variety of co munity agencies, Deaconess-Glover will co duct a town-wide community needs assessme in order to assist in the development of futu programs and services.

Just as importantly, the nature and the qual of the community-based acute care services which Glover has established its reputati over more than eighty years will only enhanced through its new linkage with Deaconess Hospital health care network. As integral partner in a dynamic, full service n work of health care providers, the Deacone Glover will not only be able to respond quic itself to changes in the health care marketpla but also offer seamless, cost effective access the widest possible spectrum of medical a surgical services.

Marketing and Planning Glover Memorial Hospital

	FY92	FY93	FY94
Hospital Beds:			
Medical/Surgical	70	70	60
Intensive Care	7	7	7
Same Day Surgical	6	6	6
Volunteers:	158-Sr	140-Sr	152-Sr
	27-Jr	22-Jr	17-Sr
Totals:	**185**	**162**	**169**
Volunteer Hours:	Sr-26,000	Sr-26,000	Sr-26,000
	Jr-1,500	Jr-1,000	Jr-900
Totals:	**27,500**	**27,000**	**26,900**
Admissions:			
Medical/Surgical	2,239	2,279	1,943
Intensive Care	392	361	393
Totals:	**2,631**	**2,640**	**2,336**
Patient Days:			
Medical/Surgical	13,913	13,919	12,814
Intensive Care	1,515	1,331	1,423
Totals:	**15,428**	**15,250**	**14,237**
Surgical Procedures:			
Inpatient	1,010	952	783
Ambulatory	3,411	3,427	2,974
Totals:	**4,421**	**4,379**	**3,757**
Emergency Department Visits:	12,351	11,637	10,912
Radiological Exams:	24,983	24,055	21,210
Laboratory Tests:	174,658	160,072	139,388

DARD OF HEALTH

David Bellinger, Chairman; Rachel E. Spector, Saul Adams, Frederic Cantor, Director.

RPOSE

ed by the citizens of Needham, the Board of th is empowered by the Massachusetts ral Laws to enforce state and local public h and environmental regulations. The mission e Board of Health is to preserve, protect and ove the public health and social well-being of itizens of Needham by promoting health and enting disease and environmental pollution.

OGETARY DATA

y	$188,207	Number of Employees (Including Tobacco Control Programs)
enses	7,555	Full-time 4
eling Meals		Part-time 9
ract	35,478	
l	$231,240	

CEIPTS

cs	$ 6,28
tional/Misc	1,003.0
it	14,396
eling Meals	35,477
AL RECEIPTS	57,156

TAL HEALTH/MENTAL ARDATION/EMERGENCY SHELTER

cies	$43,741
les River	9,700
	$53,441

PUBLIC HEALTH NURSING

The Public Health Nurses continue to offer health promotion, counseling, screenings, and immunizations, and investigate communicable diseases reported in the community. They coordinate the WIC Program, Federal Fuel Assistance, Surplus Foods, and the Good Neighbor Programs. The Public Health Nurses license the nursery schools, day care programs, after-school programs, summer camps and tanning parlors within the town. The Public Health Nurse chairs an advisory committee to the Board of Health on Mental Health and Mental Retardation.

The following Communicable Disease statistics represent those reported during the last three years along with some of the screening programs and activities that the nurses performed during the year:

Communicable Disease

	FY92	FY93	FY94
Amebiasis	1	0	3
Campylobacter	1	8	7
Chicken Pox	109	61	34
Giardiasis	14	8	2
Hepatitis	0	1	1
Lyme Disease	2	0	0
Meningitis	3	0	1
Pertussis	1	0	4
Salmonellosis	3	9	8
Shigellosis	1	1	2
Tuberculosis	1	1	1

Animal Bites

Cats	4	9	11
Dogs	22	31	24
Other	5	4	1

Immunizations

Influenza	2200	2400	2700
Other Immunizations	31	30	21

Screening Programs

Colo-Rectal Cancer	86	87	63
Employee Office Visits	323	460	432
Glaucoma	117	124	90
Hearing	593	525	544
Hemoglobin	21	30	17
Mantoux Testing	179	179	249
Pb (lead) Blood Test	55	48	15
Postural Screening	167	185	182
Skin Cancer Screening	104	77	108
Vision	657	590	577
Wellness Office Visits	1921	2138	1875
Telephone calls-Health Information	1083	1166	1216
Maternal & Child Health Promotion			
WIC (Women/Infants/Children) Sessions	4	24	9
Families	85	130	62

Licensed Facilities

Day Camps	2	2	2
After School Day-Care	3	3	3
Day Care Facilities	13	13	13
Total Enrollment			928
Tanning Parlors	2	2	2
Coordination of Local Family Assistance	65	81	87
Federal Energy Assistance (families)	160	160	164
Federal Surplus Food (families)	561	542	490
Health Guidance Home Visits	80	96	56
Salvation Army-Good Neighbor (families)	8	8	15
School Nursing Hours	228	253	269

HUMAN SERVICES

MENTAL HEALTH/MENTAL RETARDATION

Mental Health

The town of Needham supports funding to the Riverside Community Mental Health and Retardation Center for Substance Abuse/Mental Health services at the Needham Guidance Clinic and to the Mult Service Center for Medical Clinic, Shelter, and substance abuse services to town residents.

The Needham Guidance Clinic provided a full range of outpatient mental health services for children, families, and adults including: individual and family therapy, couples, therapy, substance abuse counseling, diagnostic evaluations psychiatric/medication consultations, psychological testing, home-based crisis services, and consultation to schools and other service agencies. Total direct service hours for FY 94 was 1,995 hours.

The most dramatic increase in clinic services occurred in the overall number of new cases opened.

In FY 94, there was an increase of 143% over FY 93 reflecting an increase in the overall need for services, as well as a greater emphasis on short term, focused, and solution focused treatments.

Mental Retardation

The Charles River Association for Retarded Citizens, Inc. provides recreational, vocational, residential, and advocacy services for people with retardation and their families in the Town of Needham and many surrounding towns.

The Charles River Industries (CRI) formerly known as the Charles River Workshop, provides day services including: competitive job placement, supported work, day activity, and other work services. Fifty-one Needham residents participate in CRI activities. Thirty-four persons live in Charles River's residential programs. Eighty-three Needham residents participate in one or more recreational programs. A complete Annual Report is available by calling the Charles River Association's business office.

ENVIRONMENTAL HEALTH

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, and permit requirements, inquires, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and federal regulations. Below is a listing of environmental health field inspections and telephone and office consultations performed by the Board of Health environmental health agent in FY94:

	FY92	FY93	FY94
Camp field inspections	2	2	2
Carbonated beverage inspections/consults	5	5	4
Chapter 21E-Environmental consults	17	45	52
Food services-initial and follow-up inspections, consults, and plan review	547	467	541
Chapter II housing inspections/consults	49	56	48
General nuisance inspections/consults	22	97	78
Rabies Clinics-	2	6	5
Demolition Release inspections/consults	10	47	52
Sewage and Sewerage inspections/consults	167	246	198
Subdivision field inspections/consults	31	22	18
Swimming pool inspections/consults	28	26	23

LICENSES & PERMITS

Animal Permits	8	7	8
Bottling Plant Licenses	1	1	1
Burial Permits	256	255	358
Funeral Directors Licenses	4	4	4
Food Establishment Licenses	86	84	90
Food Establishment Licenses-Temporary	7	5	8
Food Service Plan Review		1	3
Massage Licenses	4	5	4
Milk License - Store	50	65	67
Semi-Public/Public Swimming Pool Permits	5	6	6
Septic Haulers Permits	10	8	8
Subsurface Sewage Installation Permits	7	4	5

Tobacco Control Programs

The Needham Board of Health, serving as lead agency for the Boards of Health of Dover, Medfield, Needham and Westwood, received an $85,000 award from the Massachusetts Department of Public Health to develop a tobacco control program for the four communities. The program is supported by the Health Protection Fund established upon the November 1992 passage of voter referendum question 1, the tobacco excise tax.

Key elements of the Tobacco Control Program include;

- Tobacco use education and prevention
- Development/enforcement of tobacco control regulations
- Enforcement of worksite smoking policies
- Development of smoking cessation programs

The Needham Board of Health was one of eight communities in a 3-year, $350,000 grant, in conjunction with the MA General Hospital and the University of Massachusetts Medical School, to assess the impact of tobacco control programs on the smoking prevalence of minors.

PUBLIC HEALTH NUTRITION

An eight week series of weight management and behavior modification classes with an additional eight week maintenance program was offered during the year. Participants learned how to budget fat, eat healthier meals, increase daily activity and include favorite foods that will result in permanent weight loss. Individual nutritional counseling for management of diabetes, hypertension, high blood cholesterol and weight loss was provided at the office.

All programs are provided on a fee-for-service basis.

Nutrition Education Programs

	FY92	FY93	FY94
Behavior Modification /Weight Control Classes Participants	36	8	32
Senior Keep Well Clinic	29	9	3
Participants	29	9	3
Nutrition Education Presentations	3	3	4

Patient Conferences - Nutritional Counseling:

Home Visits-Health Counseling			19
Office Visit (fee-for-service 1989)	106	109	8
Telephone nutritional consults	168	118	16

Traveling Meals Program

Now in its twenty-fourth year, this program overseen by the Nutritionist. For $3.67 per da two meals are delivered to homebound clien by over one-hundred community volunteers.

Number of meals delivered	8,286	9,179	9,66
Number of client home visits	158	82	19
New Recipients	106	96	
Average Daily recipients	32	42	
Weekend Deliveries	168	97	1
Average weekend recipients	3	2	
Total volunteer hours	1,816	2,025	2,79

FY94 HIGHLIGHTS

For FY 94 the Board of Health reports the fo lowing highlights: 1) The Board received grant of $85,000 to develop a tobacco contr The Board revised its tobacco control regul tion to require permits to sell tobacco produc 2) Two thousand four hundred perso received flu immunizations; 3) Over 18 Needham residents participated in a Board Health screening program; 4) More than 3,0 persons visited or consulted the Board Health for wellness and blood pressure chec or health information; 5) Participation in t Traveling Meals Program continued to incre for the second year in a row. Participation ra increased by 5% in FY94. The Program del ered a record 9,667 meals-the first time in its year history; 6) Four rabies clinics were sp sored with local veterinarians—more than 3 dogs and cats were vaccinated against rabies

FY96 FORECASTS:

1) Major revisions in the Department Environmental Protection regulations, such the Oil and Hazardous Material Rele Prevention and Response Act regulations (3 CMR 40.00); and the State Environmental Co for Subsurface Disposal of Sanitary Waste (3 CMR 15.00) clearly indicate the increasi awareness and concern for the impact of en ronmental hazards on our health. The Board Health will need to increase its oversight ca bilities and training in these areas. 2) Rece food borne nationwide outbreaks of E. co Hanta virus, Tuberculosis and other emerg and reemergent infectious diseases reaffirm t need for strong oversight of food preparati practices used in restaurants and continued ed cation in the prevention of infectious diseases Participation in the Traveling Meals Progr will continue to increase in response to chang in the health care delivery system and an ag population. 4) The board will increasingly called on to address complex technical and so ological issues such as; indoor air qual biotechnology, mosquito control, rabies cont and mental health services.

OUR TOWN

SITUATION
About 10 miles southwest of Boston
Geodetic position of Town Hall:
Latitude 42° 16' 51.567" North
Longitude 71 ° 14' 13.048" West

COUNTY
NORFOLK

POPULATION
28,384 (1994 Annual Town Census)

AREA
Approximately 12.75 square miles

ELEVATION
85 feet above sea level at Rosemary Meadows, 180 feet at Needham Square, 300 feet at Birds Hill.

ASSESSED VALUATION

Real Estate only	2,596,653,700
Personal Property	47,680,810
Total	*2,644,334,510*

TAX RATE
For the period from July 1, 1994 - June 30, 1995
$13.95 - Residential; $20.65 - Commercial

TAX BILLS
Tax bills are paid quarterly. Payments are due on August 1, November 1, February 1, and May 1. If unpaid by due date, interest will be added according to law from the date due to the date payment is made. *Motor Vehicle Excise is due thirty days from date of issuance.* Water Bills are issued quarterly and are due thirty days from date of issuance.

TOWN HALL
Built in 1902.

TOWN MEETING
Representative Town Meeting
Meets First Monday in May

TOWN CLERK
Office open evenings - 2nd & 4th Tuesdays
Monday - July and August

ABSENTEE VOTING
All elections

NOTARY REPUBLIC
Town Clerk's Office

QUALIFICATIONS FOR REGISTRATION AS VOTERS
Must be 18 years of age, American born or fully naturalized. Registration at Town Clerk's Office, Monday through Friday, 8:30am - 5:00pm and second and fourth Tuesday evenings 7:30-9:00pm. Special evening registrations of Registrars held proceding elections.

DOGS LICENSES
All licenses expire December 31.
A dog should be licensed when 6 months old.
Fee: Neutered Dogs $10.00
Unneutered Dogs $15.00

RABIES IMMUNIZATIONS
All dogs and cats must be vaccinated for rabies.

SENATORS IN CONGRESS
Edward Kennedy (617) 565-3170
John Kerry (617) 565-8519

REPRESENTATIVE IN CONGRESS
John J. Moakley (617) 565-3170
Ninth Congressional District

STATE SENATOR
Cheryl Jacques (617) 722-1555

REPRESENTATIVE IN GENERAL COURT
Lida E. Harkins (617) 722-2470

TOWN OFFICES

FIRE DEPARTMENT
88 Chestnut Street
Emergency: 911
PHONE: 455-7580
FAX: 444-2174
HOURS: 24 hours a day

POLICE DEPARTMENT
99 School Street
Emergency: 911
PHONE: 455-7570
FAX: 444-3460
TDD-TTY: 444-5434
HOURS: 24 hours a day

PUBLIC LIBRARY
1139 Highland Avenue
PHONE: 455-7559
FAX: 455-7591
HOURS: M-TH 10am-9pm
F 9am-5:30pm
SAT 9am-5pm
SUN 1-5pm

PUBLIC WORKS
470 Dedham Avenue
PHONE: 455-7534
FAX: 449-9023
HOURS: Mon-Fri 8:30am-5:00pm

SENIOR CENTER
83 Pickering Street
PHONE: 455-7555
FAX: 449-4569
HOURS: Mon-Fri 9am-4pm

TOWN HALL
1471 Highland Avenue
PHONE: 455-7500
FAX: 449-4569
TTD: 455-7558
HOURS: Mon-Fri 8:30am-5pm

TOWN CLERK EVENINGS
2nd and 4th Tues. 7:30-9pm

SCHOOL ADMINISTRATION
1330 Highland Avenue
PHONE: 455-0400
FAX: 455-0417
TTY: 455-0524
HOURS: Mon-Fri 7:45am-4pm

Needham High School
609 Webster Street
Pollard Middle School
200 Harris Avenue
Broadmeadow School
120 Broadmeadow Road
Eliot School
135 Wellesley Avenue
Hillside School
28 Glen Gary Road
Mitchell School
187 Brookline Street
Newman School
1155 Central Avenue

EMERGENCY 911

POLICE 911
POLICE TTY 444-5434

Gas Leak.....1-800-572-9337
Street Light Outages.....262-4700
Abused Woman Hotline.....471-1234
Poison Center Hotline.....232-2120
Suicide Prevention Hotline.....247-0220

FIRE/AMBULANCE 911
HOSPITAL 444-5600

Power Outages.....262-4700
Tree Limbs on Wires.....262-4700
Child Abuse Hotline.....843-7010
Rape Hotline.....326-1111
Sewer Line Backups.....See Yellow pages

BOARD MEETINGS

Board of Health	3rd Tuesday or Thursday	5:30 PM	Senior Center
Board of Selectmen	2nd and 4th Tuesdays	6:45 PM	Town Hall
Council on Aging	1st Thursdays	7:30 PM	Senior Center
Library Trustees	2nd Tuesdays	7:30 PM	Library
Park and Recreation	2nd and 4th Wednesdays	7:00 PM	Town Hall
Planning Board	1st and 3rd Tuesdays	7:30 PM	Town Hall
School Committee	1st and 3rd Tuesdays	7:20 PM	Newman School

HOOL CLOSINGS

en weather conditions cause schools to be d or to delay their openings, PLEASE DO T CALL THE SCHOOL DEPARTMENT, LICE DEPARTMENT, OR FIRE PARTMENT. Announcements are made on *le Channel 13, local television stations, and l radio stations.*

SESSORS 455-7507

n Hall, Main Floor

emption Applications
otor Vehicle Excise Questions
operty Assessments
x Rate Information

ARD OF HEALTH 455-7523

n Hall, Second Floor

mmunicable Disease Info/Surveillance
y Care Center Licenses
mestic Animal Permit
vironmental Health Concerns
od Establishment Permits/Complaints
od Sanitation Training Programs
el Assistance Program
alth Screening: *Blood Pressure, TB, Lead, Glaucoma, Skin and Colo-rectal Cancer*
me Visits: Health Counseling by Nutritionist and Nurse
using: Requirements for safe and sanitary housing
munizations
luenza Clinics
ad Paint Determinations
aternal and Child Health Services
ental Health Services/Referrals
isance and Sanitation Complaints
trition Consultations
bies Vaccination Clinics: dogs and cats
bsurface Sewage Disposal: Permits and information on location
bacco Control Program
aveling Meals Program
ccine Depot
ater: Testing for lead/copper

ILDING DEPARTMENT -7542

Dedham Avenue

ilding Permits
ilding Information
molition Permits
cupancy Permits for Business
mbing Permits
locating Structure Permits
ofing Permit
aler of Weights and Measures
gn Permits
imming Pool Permits
nt Permits
Vinyl Siding Permits
Second Water Meters (outside metering)
Wiring Permits
Woodstove Permits
Zoning By-Law Enforcement/Questions

COMMISSION ON DISABILITIES 455-7512

American Disabilities Act Coordinator

CONSERVATION COMMISSION 455-7512

470 Dedham Avenue

Wetlands Information

COUNCIL ON AGING 455-7555

83 Pickering Street

Friends of Needham Elderly
Newsletter: The RIDE Transportation
Saturday DIAL-A-RIDE Service
Senior COMPASS
Senior Center
Senior Crisis Intervention
Senior Health Benefits (SHINE)
Senior Information/Referral
Senior Lunch Program
Senior Tax Return Assistance
Senior Transportation
Social Security Information/Referral
Stephen Palmer Senior Center
Sunday Program
T Passes for Seniors

EMERGENCY MANAGEMENT SERVICES 455-7512

Auxiliary Police

EMERGENCY MEDICAL SERVICES 911

FIRE DEPARTMENT 911

88 Chestnut Street

Emergency Medical Services 911
Non Emergency 444-0142 or 455-7580
Burning Permits (2/1 - 4/30)
Fire Prevention
Fire Inspection - Smoke Detectors
Sprinkler Installation
Underground Fuel Tank Permits

HOUSING AUTHORITY 444-3011

28 Captain Robert Cook Drive

LIBRARY 455-7559

1139 Highland Avenue

Childrens Department 455-7560
Reference Department 455-7562
Books
Book Discussion Series
Books-on-Tape
Business Room
Cassettes
Community Room
Dial-Up Access
Exhibits
Friends of Needham Public Library
Genealogy and Local History
Guest Lecturers
Handicapped Accessible
Information and Reference Services
Inter-Library Loan
Language Tapes
Large Print Books
Magazines and Newspapers
Minuteman Library Network Member
Music CD's
Photocopy Machine
Records
Story Hours/Children's Programs
Talking Books for Blind/Physically Challenged
Tax Forms
Town Archives
Videos

PARK AND RECREATION 455-7521

Town Hall, Second Floor

Recorded Information 444-7212
Arts in the Parks/Children's Theatre
Field/Park Administration
Field/Playground Permits
Mountain Biking Information
Outdoor Skating Information
Parent Guide to Children's Resources
Playground Areas
Program Information/Registration
Rosemary Pool Passes
Seasonal Employment/Volunteer Opportunities
Sports Kit Rental
Sports Organization Information
Tennis Court Passes
Trail Maps
Walking Information

PARKING CLERK 455-7532

By appointment

Parking Ticket Hearings
Parking Ticket Information

PERSONNEL 455-7530

Town Hall, Second Floor

Civil Service Exam Information
Town Employment Opportunities

PLANNING BOARD 455-7526

Town Hall, Second Floor

Flood Maps
Planning Board Meeting Agendas
Site Plan Permits
Subdivision Plans
Zoning By-Law Information
Zoning Map Information

POLICE DEPARTMENT 911

99 School Street

Non Emergency 455-7570
Animal Control 444-1212
Bicycle Registration
Firearm Permits
Town Emergencies (non business hours)
School Safety Questions

PUBLIC WORKS DEPARTMENT 455-7534

470 Dedham Avenue

Emergency (non office hours) 455-7570
Field/Park Maintenance
Garbage Collection Information
Landfill/Recycling
Parking Regulations
Pothole Repairs
Public Tree Maintenance
Second Water Meters (outside metering)
Sewer Connections
Sewer Main Blockages
Snow Removal Regulations
Street/Sidewalk Resurfacing Information
Transfer Station
Water Connections
Water Leaks
Water Main Replacement

RIDGE HILL RESERVATION 449-4923

463 Charles River Street

Facility Rental Information
Fit Trail and other trails
Picnic Areas
Rangers

SCHOOL ADMINISTRATION 455-0400

1330 Highland Avenue

Adult and Continueing Education
Art: K-12
Athletics
Community Classroom Program
Computers: K-12
Elementray After School Forgeign Language Program
Elementary Interactive Spanish Pilot Program
English as a Second Language
Kindergarten After School Enrichment
Literary Publications
METCO
Minuteman Regional Vocational Technical High School 861-6500
Music: K-12
Physical Education: K-12
Remedial Reading
Science Center
Special Education: Preschool-12
Student Exchange Programs
Summer School

SELECTMEN'S OFFICE TOWN ADMINISTRATOR 455-7512

Town Hall, Main Floor

Town Wide Information 455-7500
Alcoholic Liquor License
Appointments to Boards/Committees
Automatic Amusement Device License
Bowling Alley/Billiards/Pool License
Class I - Dealer License
Class II - Used Cars License
Common Victualler License
Entertainment License
Second-hand License
Selectmen's Meeting Agendas
Utilities Hearings

TOWN CLERK 455-7510

Town Hall, Main Floor

Absentee Ballots
Appointed Committee Members Listing
Birth Certificates
Business Certificates
Census Information/Jury List
Certification of Petitions
Death Certificates
Dog Licenses
Elected Officials Current Listing
Fishing and Hunting Licenses
Justice of the Peace
Marriage Licenses
MA Income Tax Forms
Nomination Papers
Notary Public
Raffle Permits
Residential Street Listing
Voter Registration

TREASURER/TAX COLLECTOR 455-7504

Town Hall, Main Floor

Ambulance Bill Payments
Betterments
Garbage Collection Registration/Payments
Landfill/Disposal Area Stickers
Motor Vehicle Excise Tax Payments
Municipal Lien Certificates
Parking Ticket Payments
Real Estate Information/Payments
Water/Sewer Bill Payments

VETERANS SERVICES 455-7532

Town Hall, Second Floor

All Veteran Benefits
Discharge Papers Recorded
Flags and Holders for Graves
Headstones and Grave Markers
Veterans Assistance

YOUTH COMMISSION 455-7518

Town Hall, Lower Level

Alcohol/Drug Information and Referral
Babysitters Listing
Child Care Information
Community Service Restitution Program
Counseling: Adolescents and Families
Leaf Rakers Listing
Parenting Information
Peer Tutor Program
Snow Shovelers Listing
Students Against Drunk Driving
Youth Employment
Youth Services

PRECINCT VOTER LOCATIONS

A map is available at the Town Clerk's Office.

PRECINCT	LOCATION OF POLLS
A	Hillside School 28 Glen Gary Road
B	Hillside School 28 Glen Gary Road
C	Newman School 1155 Central Avenue
D	High Rock School 77 Ferndale Road
E	Pollard Middle School 200 Harris Avenue
F	Stephen Palmer Senior Ce 83 Pickering Street
G	Broadmeadow School 120 Broadmeadow Road
H	Broadmeadow School 120 Broadmeadow Road
I	Mitchell School 187 Brookline Street
J	Mitchell School 187 Brookline Street

DEPARTMENT OF VETERAN'S SERVICES

John J. Logan, Jr., Director

PURPOSE

To carry out functions assigned by chapter 115 of the general laws

To provide benefits to veterans and their families who are in need

To keep a depository of discharges and records

To see that veterans graves are kept in a orderly condition

To see that all veterans graves have flags on them on Memorial Day

- To help families obtain burial benefits and headstone markers

FY 94 HIGHLIGHTS

The Memorial Day parade

The veterans organizations assisted in putting flags on the veterans graves

FY 95 PROJECTIONS

Install a new memorial for all veterans at Memorial Park

Establish a new way to mark veterans graves so they may be more noticeable

BUDGETARY DATA

Personal service	33,866
Veterans benefits	41,000
Veterans expenses	3,200
Total	78,066

1 Full time employee
1 Part time employee

High Street - 19th Century

NEEDHAM YOUTH COMMISSION

. Hoit Bussell, David McGuire, Richard Creem, olleen Schaller, Thomas Engelman, Director. ot pictured; Tom Lambert, Claire Sidell, arbara Popper

he purpose of the Commission is to assure at programs and services exist to promote the ocial and mental health and growth of eedham young people and families. The ommission is committed to family support nd safety with services ranging from a abysitter matching program to substance buse counseling.

ommission Services work to prevent prob-ms locally and respond to needs of children nd families. The Youth Commission Board, omprised of six adults and two youth advisors, eets monthly to serve as a forum to assure fective implementation of the Commission's rvices.

he Commission responded to issues of sub-ance abuse by providing awareness and inter-vention programs this year. Counseling, employment services and community-based educational programs provided to help improve the quality of life for Needham adolescents, young adults and families. The Commission acts as a "First line" of services for teens and families in need, and a "final resource" when other services are not available due to service reductions or financial limitations.

One exciting initiative this year, in response to needs of Needham children and families, was the Elementary Age Support Services, where educational and counseling services were provided to Needham children and their families in partnership with the Needham Schools. Services were provided to elementary aged children at a variety of sites including schools and the Youth Commission office in Town Hall. The second new service was the Needham Diversion Program, where young people involved with first time offenses were referred for counseling and community service work by the Needham Police Department.

BUDGETARY DATA

A. Salaries	$ 87,356
B. Expenses	4,407
C. Capital Outlay	3,856
D. Total	$95,663

No. of employees: full time: 2; part time: 1

FY '94 HIGHLIGHTS

Substance Abuse Awareness Services provided are in response to local alcohol and drug problems. Referrals to the Substance Abuse Awareness Program were from the Dedham District Court, Needham High School, and from parents and young people themselves.

The major accomplishments of the substance abuse awareness services included:

- 132 hours of education and treatment were provided to 12 adolescents referred for Substance Abuse Awareness Programs.
- Assessments for substance abuse problems were provided to Needham families.
- Sponsor of the **Needham Chapter of Students Against Driving Drunk (S.A.D.D.) and Youth To Youth Programs** with an expanded objective to not only educate youth on the dangers of drinking and driving, but to promote healthy lifestyles that are alcohol and drug free.
- Provided freshman with a "Freshman Information Kit" written by teenagers urging responsible decision-making.
- Collaborated with the Needham School Department on alcohol, drug and health education and awareness programs.
- Distributed the Parent-Teen "Contract For Life" where teens and parents were asked to discuss the personal pledge to not drink and drive or be a passenger in a car with an impaired driver.
- Utilized 42 volunteers to provide alcohol education programs.
- Sponsored responsible decision-making discussions for 120 teenagers.

Community Service Restitution Programs provided volunteer opportunities in community agencies as an alternative sentencing option for court referred youth offenders. **Needham Diversion Program** provided youthful offenders with counseling, substance abuse

awareness services, fire safety programs and community service work. The Restitution Program provided offenders with community service work to prevent more serious offenses and also to benefit the community. Town and community sites benefiting from community service work include: Needham Public Library; Disposal Area; Ridge Hill Reservation; Needham Police Station, Council On Aging; and Town Hall offices Services included:

- 28 offenders referred including 7 Needham Diversion Program referrals.
- 906 hours of court ordered community service provided.
- In the past 13 years 357 youth referred and 12,574 hours of community service provided to Town and community agencies.

Counseling Service and Community Outreach provided confidential family, group and individual short-term counseling to help cope with situations at home, school, or community.

Services included:

- Counseled 85 individuals and families.
- Leadership of 11 counseling groups for elementary and middle school age children on communication, divorce and adjustment issues.
- Provided information and referral services for individuals and families for further counseling.
- Organized educational programs and presentations to parents, school staff and Town departments.
- Provided child care and babysitter information to families.

Employment Program provided services to youth two days per week

- Provided young people ages 12 to 21 with employment counseling and job referrals.
- Supplied residents and employers with employee referrals.
- Collaborated with the Community Classroom Program at the Needham High School on volunteer learning and service experiences.
- 316 young people received counseling and information.
- 326 job requests filled.
- Responded to 638 residential job requests.
- Received 155 job listings from local companies.
- Provided baby-sitting course to 20 middle school students.

Peer Tutor Program matched high school and middle school students for tutoring on academic subjects and study habit development.

- 11 high school students trained as tutors.
- 8 middle school students were provided 168 hours of tutoring by youth volunteers.

FY'95 FORECAST

The Commission plans to increase group counseling and educational programs with specific emphasis on elementary and middle school aged children in need. Substance abuse services (including tobacco), court restitution counseling, and information and referral, are high priority services in the coming year.

COUNCIL ON AGING

Roma Jean Brown, Chairman William T. Burke, Elizabeth Casey, Morris Dettman, Trudi J. Farnham, Helen Hicks, Mary Lyons, Vivian D. McIver, Kenneth Monteith, Edward Pelletier, Nina Silverstein, Betsy Tedoldi, Ann Hartstein Executive Director

PURPOSE

The Needham Council On Aging was established in 1957 by Town Meeting. The original purpose of the Council, was and still remains, to:

1. Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;
2. Design, promote, coordinate and implement services and programs to meet those needs and concerns; and
3. Inform the community and enlist support and participation of all citizens in this effort.

HOW MANY NEEDHAM RESIDENTS ARE SENIORS?

The number of people age 55+ in Needham as of January 1, 1994 was 7733

WHO'S RUNNING THE SHOW?

The Council On Aging is directed by a 12 member volunteer board appointed by the Selectmen. The Board of Health, Park and Recreation Commission, Needham Housing Authority, School Department and the Library each nominate one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the town through annual surveys, a careful analysis of local needs as well as local and national standards of health care, recreation, education and service needs.

WHERE ARE THE SERVICES AND THE PROGRAMS?

The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council On Aging staff oversees services and programs. Staff provides information, referrals and assistance to elders and their families. The Center hours are Monday-Friday, 9:00 a.m. - 4:00 p.m. and 11:30 a.m. - 3:30 p.m. on Sunday. The Council On Aging office, located at the Stephen Palmer Center, is staffed 8:30 a.m. - 5:00 p.m. Monday through Friday throughout the year.

Hawks Mill Street 1990's

IAT DID THE COUNCIL ON ;ING DO FOR NEEDHAM SENIORS :D THEIR FAMILIES IN FY94?

have served over 9,500 meals at the Senior ıter in conjunction with West Suburban er Services, Inc. We have answered over 000 inquiries of a general information ıre for seniors and their families this year. er 125 people per day come to the Senior ıter for services, programs, or socialization.

ınks to volunteer drivers who bring seniors he Senior Center, 4100 rides were provided nable seniors to get to the Senior Center this r. Another 1465 rides to and from the Senior ıter were provided by taxi under contract h the Council On Aging. Volunteer moni- . from the Retired Men's Club who ride on Shopper Bus, and Roche Bros. and the :TA who funded the bus, provided approxi- .ely 2080 rides to Needham residents to do r grocery shopping. "The RIDE," funded in : by the MBTA, provided 650 rides to and n the Senior Center for persons unable to our other transportation due to physical or ıtal handicaps. The new Saturday trans- tation program provided rides for residents ıughout Needham on Saturdays. Overall, r 8200 rides were offered to Needham iors under the auspices of COA transporta- services this year.

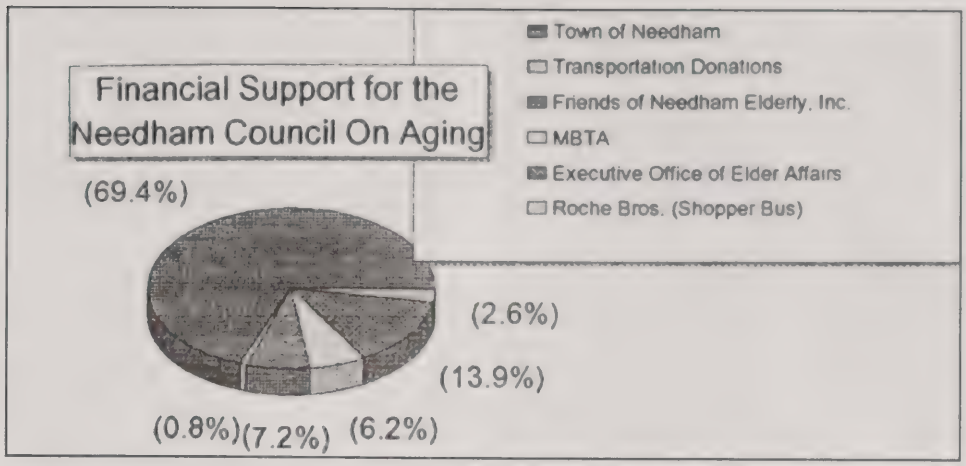
er 1000 people attended lectures and special grams throughout the year. Many others ɔyed socializing at the Senior Center. ısts have displayed their paintings and pho- aphers have shown their photographs in the ior Center gallery. Our lending library, red in conjunction with the Needham Free lic Library has loaned many books to ior Center readers.

RVICES AND PROGRAMS

rmation and referrals to seniors and their families es to and from the Stephen Palmer nior Center
ne Visits
ıls at Stephen Palmer Senior Center
istance with medical forms/insurance formation (SHINE)
site and outstationed health screening
ɔme tax assistance
rition Counseling
g-Every-Day calls
pper Bus rides and other shopping assistance
cational programs
v Vision group services
d-of-hearing services
rcise programs for seniors
reation/Social/Arts & Crafts programs
ılt Education classes
· Trips

IO DOES THE COA WORK WITH MEETING SENIORS' NEEDS?

dham Library with its "branch" at the :phen Palmer Senior Center
st Suburban Elder Services, Inc. lunch site nday through Friday
rd of Health and Deaconess-Glover pital health education seminars at the :phen Palmer Senior Center
ssroads (formerly Region West), a mental ılth counseling agency
ton College Legal Assistance Bureau for ı cost legal services
: and Recreation Commission programs



for seniors
Deaconess-Glover Hospital for medical education programming
Needham School Department Adult Education classes held at the Stephen Palmer Senior Center
Needham Community Council's local medical and errand transportation
West Suburban Elder Services, Inc. medical and adult day health program transportation
Roche Bros. Supermarkets, sponsor of the COA Shopper Bus
The Needham Retired Men's Club, monitors on the COA Shopper Bus
The Needham Youth Commission job matching
Visiting Nurse Associates, Inc. "Keep Well Clinics" (health screening)
Needham School Department
Intergenerational programs Needham
Photography Club
Needham Art Association
MBTA

HOW DOES THE COA SPREAD THE WORD?

Senior COMPASS monthly newsletter
Attendance at community group presentations
Cooperative efforts with local newspapers
Contact with churches, synagogues, and schools and service agencies

WHAT DID THESE SERVICES COST THE TOWN?

		Number of Positions
Salaries	$135,040	Full-time 4
Expenses	$4,120	Part-time 4
Capital	$1,250	515 volunteers = 8.25 full-time equivalents
TOTAL	$140,410	

ARE THERE OTHER SOURCES OF SUPPORT?

FINANCIAL SUPPORT/GRANTS	
Friends Of Needham Elderly, Inc.	$14,480
Executive Office of Elder Affairs	
COA Formula Grant '92	$10,660
SHINE Consortium grant '92	$17,510
Roche Bros. Shopper Bus grant	$5,200
MBTA	$12,635
Other Donations	$1,535
TOTAL	$62,020

VOLUNTEER SUPPORT

The Council On Aging and the Stephen Palmer Senior Center rely on many volunteers to maintain services and programs on a daily basis: Volunteers are matched to jobs that utilize their skills and are in keeping with their interests.

Number of individual volunteers	515 individuals
Number of hours given	15,425 hours
Equivalent full time people	8.25 full time equivalents
Estimated value by the Executive Office of Elder Affairs	$146,540

WHERE DO WE GO FROM HERE?

The percentage of the total town population that is 60 years of age or older is currently 22.5%. Of that group, over 25% of them are over 80 years of age. As a consequence, the demand for assistance from the Council On Aging comes not only from seniors themselves, but also from middle aged people who find themselves responsible for caring for their aging parents and/or other relatives. All are turning to the Council On Aging for information and assistance.

In the last 2 years the Council On Aging has conducted two research projects to determine the information and service needs of Needham residents who were 85 years of age and older and those between the ages of 60-75. The results of those surveys indicated that transportation and caregiving are the two primary areas of concern for both age groups. Previous data we have collected on the people age 75-85 indicated similar needs and concerns. The increase in the transportation options offered for Needham seniors and differently-abled residents has been coordinated by the Council On Aging this year in conjunction with the Board of Selectmen, the Community Council, West Suburban Elder Services, and other community transportation providers. The addition of $10,000 in the Council On Aging budget for FY95 recommended by the Finance Committee is a great first step to providing for this ongoing and growing need.

The Council On Aging Board remains committed to working with all Needham residents to insure adequate services for senior citizens and their families. The Council On Aging Board believes that Council On Aging services are essential to the quality of life in Needham.

NEEDHAM COMMISSION ON DISABILITIES

Adrienne Day, Chairman; Alfred Coren, Maureen Gallagher, Janice Kushner, Elaine Saunders, Carl F. Valente, Not pictured, Wayne Kendall

PURPOSE

The Needham Commission On Disabilities (NCOD) advises municipal officials and public and private agencies in Needham to ensure compliance with federal, state, and local disability laws and to achieve full integration of persons with disabilities into the community. The NCOD also provides information, referral, and technical assistance to individuals, businesses, and organizations in all matters pertaining to disability issues and promotes public awareness of people with disabilities through participation in public and media events.

Under the State's enabling legislation, the Board of Selectmen this past year increased membership to the NCOD to nine. A majority of the members are persons with a disability; one must be a family member of a person with a disability and one must be an appointed municipal official. Ten monthly meetings were held in FY 94. The annual budget of the NCOD was $500.

COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA) ADA TITLE II

The Commission continued to urge completion of the comprehensive self-evaluation of all Town facilities, programs, and services with the law required to be finalized by January 26, 1993. Although this document is still not ready because some Town departments have not responded, increasing signs of compliance should be observed:

- a new TDD for the deaf number in Town Hall
- a new accessible toilet on the first floor of Town Hall, triggered not only by the ADA but also by the regulations of the State's Architectural Access Board (AAB) when the Town Hall roof was repaired.
- the public telephone in Town Hall which has been lowered to accommodate persons in wheelchairs and furnished with a volume control for those hard of hearing.
- the relocation of many public meetings to accessible locations to enable all citizens to participate
- the availability of three Listenaider units purchased by the NCOD for use at public meetings by persons who are hard of hearing; the units are currently located in the Selectmen's meeting room, at the Stephen Palmer Senior Center, and the Library.

The 1994 Town meeting considered several articles related to ADA compliance. Funds were approved for curb cuts (sidewalk ramps) in the vicinity of public buildings. In response to complaints from residents, the NCOD developed a priority list of other areas where curb cuts should be provided and continued to urge the Dept. of Public works to provide curb cuts whenever road work is being done: state regulations require curb cuts whenever sidewalks are repaired and the ADA requires then whenever roads are resurfaced.

Town Meeting also approved funds for an architectural study to make the DPW building accessible.

SCHOOL BUILDING RENOVATIONS

Pursuant to a vote of the 1993 Town Meeting, a member of the NCOD who is also a Community Access Monitor now serves on the Newman Building Committee. The NCOD supports designations of the Newman school as the Town's accessible elementary school as required by the compliance agreement between the Needham School Dept. and the Office of Civil Rights of the Dept. of Education.

The NCOD continued to monitor the renovation of the Pollard Middle School. In spite of early involvement of the NCOD in the architectural plans, a number of access issues still need to be resolved before the building is accepted by the Town.

In September 1993 the AAB ruled that it has jurisdiction over the entire Needham High School building pursuant to a complaint that the 1988 renovation had been carried out in violation of state law which requires that the entire building be brought up to code.

The case is not on hold but the NCOD strongly urged the School Committee and the Finance Committee to at least start the work required at the High School by the federal compliance agreement so that work could be completed in time for the September 30, 1995 deadline.

Communication between the NCOD and the schools has been greatly facilitated by the appointment of a liaison to the NCOD from the School Committee.

ADA TITLE III

The NCOD provided information to the Needham Business Association about the requirements of the ADA and about tax breaks and tax deductions available to businesses for making accessibility improvements. A lengthy mediation was attempted in the case of a resident's complaint about lack of access to some businesses on Chestnut St. Businesses were also urged to pr vide properly marked handicapped parking spac required by the ADA and better enforcement handicapped parking regulations. Parking on sid walks continues to be a problem. A By-La passed by the 1994 Town Meeting prohibiting t dumping of snow of sidewalks will be especial helpful to persons with disabilities.

The NCOD also monitored the plans f the VNA Hospice and the proposed VN Adult Day Care facility at the former Hi Rock School.

TRANSPORTATION

The Ride, the door-to-door service provided the MBTA for eligible persons with disabi ties, saw its first full year of operation Needham. Good service is being provided the current contractor.

Vigorous lobbying by the NCOD persuaded t MBTA in January 1994 to provide longer hou of service and to provide service 365 days year as is the case in surrounding communiti

Local operation of The Ride is overseen a citizen's advisory committee called t Metrowest Ride Subcommittee. Representativ from the MBTA the contractor, and any int ested citizens participate in the meeting.

WHERE DO WE GO FROM HERE?

The NCOD will continue to do its best to addr the concerns of residents with disabilities wit the limitations of its manpower, facilities, a funding. There are already signs that Needham becoming more "user-friendly" for the disabl and there is increased awareness of disabil laws. A good faith effort by all segments of t community should eventually result in the f integration of residents with disabilities into facets of life in Needham.

Great Eastern Railway Station c. 1909

LANNING BOARD

d Kunhardt, Chairman, Devra G. Bailin, d Gerber, Paul Killeen, Lee Newman, ctor. Not pictured, Frank Gallello

RPOSE

Planning Board is charged with broad tory responsibilities to guide the physical th and development of Needham in a dinated and comprehensive manner. ifically, the Planning Board is legally lated to carry out certain provisions of the ivision Control Law (M.G.L., Chapter 41, on 81-K to 81-GG) and of the Zoning Act L., Chapter 40A). These legal responsi- es are reflected locally in specific provi- contained in the Subdivision Rules and lations and Procedural Rules of the ning Board and in the Town's Zoning By- The specific services that the Planning d provides are as follows:

view and Approval/Disapproval of

proval-Not-Required (ANR) Plans

liminary Subdivision Plans

finitive Subdivision Plans, including going administration

ns of certain larger developments ajor projects)*

sidential Compounds (RC's)*

nic Road Applications

ncludes Special Permit Decisions, with legal ices, public heating, and written decision; sim- statutory procedures for Definitive Plans

view and Advisory Reports on

Plans of certain smaller developments nor projects)

rd of Appeals, applications for variances special permits

itions for acceptance/discontinuance of lic ways

iation, Development and Presentation Proposed Zoning Amendments to Town eting

paration and Maintenance of a Master n and related planning studies to guide re physical growth and development in dham (including studies referred to the rd by Town Meeting)

- Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same
- Reprinting of Town Zoning By-Laws and Zoning Map
- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers and other government agencies)

The important thing to remember is that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations; the Town would be subject to costly lawsuits from private developers and citizens alike.

BUDGETARY DATA

		Number of
Salaries	$72,283	Employees
Expenses	$ 5,203	Full-time 2
Total	$77,486	Part-time 1

FY'94 HIGHLIGHTS

In its capacity as a special permit granting authority, the Planning Board processed seven applications as "Major Projects" under the Site Plan Review By-Law. One permit with conditions was granted for the renovation and reuse of the Carter's clothing manufacturing plant on Highland Avenue. Three permits with conditions were granted for facade modifications in the Center Business District. Two applications were reviewed and approved for minor revisions to previously granted site plan special. permits. The Board also reviewed one application as a "Minor Project" under the Site Plan Review By-Law.

In terms of land subdivision activity, the Board processed two subdivisions: a Definitive Subdivision Plan creating 10 new lots on Homsy Lane located off Cedar Street; and a Definitive Subdivision Plan creating 9 new lots on Cutler Road off of Cranberry Lane. In addition, a total of 14 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 31 applications for variances, special permits and administrative appeals to the Planning Board last year; and as required by the Zoning By-Law, the Board reviewed each application and recommended in writing to the Appeals Board.

In fiscal 1994, the Planning Board initiated amendments to the Zoning By-Law that have the effect of closing loopholes and refining previously existing regulations. The Annual Town Meeting in May responded by adopting all six zoning articles by unanimous vote. Improved and more restrictive dimensional and screening regulations were passed for buildings and structures devoted to a public, semi-public or institutional use. Revised procedural requirements, review criteria, approval conditions and security requirements were adopted for special permits. Sale during the Christmas season of uncut or cut Christmas trees and wreaths by a private non-profit organization was permitted by right in all zoning districts excepting the Rural Residence Conservation, Single Residence A, Single Residence B or General Residence districts where it was permitted by special permit. The Schedule of Use Regulations was expanded to allow a residential hospice house in a Single Residence B or General Residence zoning district. The Residential Compound provisions were modified to require concurrent plan approval under the Subdivision Control Law and to eliminate plan review by the Design Review Board. At a Special Town Meeting within the Annual Meeting, the height limitation regulations applicable to municipal buildings were continued, notwithstanding their sale by the Town for other than a municipal purpose.

The Three Rivers Interlocal Council served the Planning Board and the Planning Director on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

FY'95 FORECAST

During Fiscal Year 1995, the Board will contract with planning consultants, David Dixon/Goody Clancy of Boston, to develop a set of Design Guidelines for commercial properties in Needham. The Guidelines will be used to encourage design that is attractive to the community and to create an improved and more cohesive appearance in the Town's commercial centers, particularly in the downtown and in Avery Square. It is anticipated the Guidelines will ease the approval process for businesses wanting to make a change to the exterior of any commercial property in Needham, by describing the goals and standards the Town is likely to apply to decisions about buildings, storefronts and signs. The study effort grows from a recognition that although improvements will be gradual, undertaken over a number of years, they will have a strong impact on the Town's evolving character and therefore should be carefully coordinated.

As in previous planning efforts, a Task Force consisting of business, resident and municipal interests will be organized to work with the consultants. A series of workshops open to everyone in the community is planned for the late winter/early spring. These workshops will give members of the community an opportunity to voice their ideas and opinions, and will focus on building a consensus within the community for the kind of overall "look" and design scheme the Guidelines should create. It is expected that these recommendations will be presented to the Town at the 1995 Annual Town Meeting.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

DEVELOPMENT

CONSERVATION COMMISSION

Roy A. Cramer, Chairman; Alan Brand, William Ely, John T. Lynch, John D. Marr, Jr., Not pictured Lisa Standley

PURPOSE

The main functions of the Conservation Commission are to:

1. Advise the Town on matters pertaining to the use, management and protection of the Town's natural resources and open space.
2. Administer the Wetlands Protection Act, Chapter 131, Section 40, and the Town of Needham General Wetlands By-law
3. Manage conservation property, including Ridge Hill Reservation.

BUDGETARY DATA

Number of Employees	Full	Time 0
	Part	Time 1/4

FISCAL YEAR 1994 HIGHLIGHTS

The Conservation Commission was the recipient of a gift of land during the past year. The Commission obtained a 3 1/2 acre parcel of land abutting the Town of Wellesley line off Great Plain Avenue. The acquisition of this parcel is consistent with the creation of an open space corridor running through Needham from the Charles River. The parcel abuts U.S. Army Corps of Engineer land which in turn abuts land purchased in 19 that expanded Ridge Hill Reservation.

The Commission is participating with the Op Space Committee on the revision and update Town of Needham Open Space Plan.

The Commission conducted a number of pul hearings and issued Orders of Condition and Determinations of Applicability for a number projects. The development of the Cranbe Lane/Bridal Trail Estates area is ongoing an number of Orders of Condition have been issu regarding this area. Monitoring of the MWR Wellesley Sewer Extension Project continues

FISCAL YEAR 1995 FORECAST

At its 1994 Town Meeting, Needham approv a half-time staff person. This will enable Commission to undertake a number of ad tional projects and enhance our planning ca bility. Among the contemplated projects trail improvement and trail creation projects Commission administered land.

BOARD OF APPEALS

William Tedoldi, Chairman, Susan Glazer, Jon Schneider, Robert T. Smart, Jr., Not pictured Michael Crowe

The Board of Appeals met twelve times this fiscal year to hear 30 applications for special permits and one application for variance. Of these, 26 applications for special permits were granted and 4 were withdrawn, the application for variance was denied.

Costs for the year included:

Salaries	$5304
Expenses	2867
Total	$8172

Filing fees for the Board of Appeals consist of 1) $100 for applications for residential special permits, variances, and appeals from the Buildin Inspector's decision, and 2) $200 for applicatio for special permits for non-residential use Applications may be obtained from and filed the Office of the Town Clerk, Town Hall. A decisions of the Board are filed with the Tow Clerk and are a matter of public record.

Upon the completion of nearly twenty years service on the Board of Appeals, Chairma Hertz N. Henkoff retired at the end of the fisc year. Through all these years, the Needham com munity benefited from his wise and thoughtf deliberations, and the Board appreciated imme surably his leadership and presence.

HISTORICAL COMMISSION

Elizabeth Rich, Chairman, Carol Boulris, Leslie Crumbaker, Norman A. Homsy, Not pictured, Dorothy Sherman

PURPOSE

The Needham Historical Commission, created by the Town Meeting in 1976, consists of 5 members appointed by the Selectmen. Working under directives and criteria established by both the state and national government, the Commission is responsible for identifying, researching and recording the historic assets of the town. These historic assets are the visible, still existing evidence of the town's history — sites, structures and houses. These are reported to the Mass. Historical Commission for inclusion in the Inventory of the Historic Assets of the Commonwealth. For those local assets of particular historical distinction, the Commission prepares nominations to the National Register of Historic Places, maintained by the U.S. Department of the Interior. The Commission is also charged with the support and encouragement of historic preservation within the town.

BUDGETARY DATA

Expenses: $513
Number of employees: 0
No full or part-time employees. All members are volunteers.

FY 94 HIGHLIGHTS

The Commission continued to research the history of the many small commemorative pa scattered throughout the Town, in order to p pare an historical parks brochure.

The Commission participated in the Needh Archives Roundtable, a group made up of to and private institutions dedicated to preserv Needham's history.

The Commission redesigned the house plaq which are available to owners of homes on Commission's inventory of Needham's hist assets, and sold 17.

FY 95 FORECAST

The commission plans to:

a) complete the survey of Needham Square.
b) publish the research done on the hid parks of Needham.
c) continue the ongoing survey of the Hist Assets of the town.
d) work in cooperation with other munic agencies to insure that the goals of hist preservation are considered when plann for Needham's future development.

OUSING AUTHORITY

ard Cahalane, Chairman, Charles Cahill, ard W. Gatto, Paulette J. Turner, Ian aughlin, Director.

RPOSE AND PROGRAMS

purpose of the Needham Housing ority is to provide housing assistance to or citizens, families and handicapped/dis- d persons with limited incomes. The ority administers a variety of housing pro- ns designed to aid four hundred and eight) households including one hundred and -two (152) units of state-aided Chapter 667 ing for senior citizens and disabled per- , thirty (30) units of federally-assisted ing for families, forty-six (46) units of fed- y-assisted housing for elderly or handi- ed individuals, seventy-two (72) units of ion 8 existing housing, twenty (20) units r the Section 8 voucher program, eighty units of state-aided Chapter 200 veterans' ing, and two (2) staffed apartments under the state's Chapter 689 program serving eight (8) persons with special needs.

PERSONS SERVED

During the year, the Authority has been able to assist the following number of new households in addition. to its ongoing program:

Cook's Bridge (MA 065-001)	7
High Rock (Chapter 200)	14
Linden-Chambers (Chapter 667)	27
Section 8 Certificates	7
Section 8 Vouchers	3

A total of fifty-eight new households were served during the past year, representing a seventy-one (71%) increase over the previous year.

BUDGETARY DATA

The Needham Housing Authority functions with a number of operating budgets, one for each of the housing programs it administers. Expenditures for the various locally owned state-aided programs during the past year totalled $571,256. Expenditures for the locally owned federally-assisted programs totalled $247,386. In addition $621,792 was paid out in rental assistance on behalf of those participating in the Section 8 programs. Total expenditures for the year were $1,451,925.

HIGHLIGHTS 1994

1. The year has been an especially constructive one for the growth of positive relationships among the NHA Board, its staff and its residents. On two occasions during the year, the Board, staff and resident leaders met to discuss mutual concerns. Local resident Leo Dauwer served as facilitator for these sessions.
2. Members of the Needham Congregational Church UCC painted the interiors of a number of units occupied by elderly residents. 3. Christ Episcopal Church of Needham has joined with the residents of the High Rock development (200-1) and the NHA in a partnership intended to develop the Authority's old office at 164 Linden Street into a Community Room facility for the High Rock residents.
4. The Lead Abatement Program at the High Rock development was carried out with all the windows and exterior doors being replaced. While some difficulty was encountered with the paint finish on the doors being rejected, replacement doors were secured. The Housing Authority credits the cooperation of the residents for the success of the program and singles out Sharon O'Brien, Tenant Coordinator for the abatement program, as being primarily responsible for the program's success.
5. The Managed Care Program initiated in cooperation with West Suburban Elder Services has been an unqualified success. It has helped a dozen frail elders to remain living independently in their own units; individuals who would otherwise have had to find alternative housing.
6. The Authority secured additional funding from the U.S. Department of Housing and Urban Development for the Comprehensive Improvement Assistance Program being carried out at Cook's Bridge. The latest grant brings to $555,000 the funding authorized for improvements at this development.
7. The Authority has submitted a major request to the State's Executive Office of Communities and Development for funding to carry out extensive modernization work at both Linden-Chambers and High Rock. These applications were prepared in cooperating with the Needham Tenant Organization 200-1 and the Linden-Chambers Resident Association. To date, no response to the application has received.

CULTURE & LEISURE SERVICES

REE PUBLIC LIBRARY

Roma Jean Brown, Chairman, Charles F.C. Henderson, Thomas M. Harkins, Sally Powers, Emily Salaun, Gregory T. Shesko, Ann MacFate, Director. Not pictured, Lois Sockol

RPOSE

Board of Library Trustees has adopted the wing Mission Statement: The Needham Public Library is a medium-sized library ng a suburban community. Its mission is ng enlightenment, knowledge, inspiration, ment, and culture to every member of the nunity.

Library's primary focus is to create and tain a Popular Materials Library with a ndary focus as an Independent Learning er and a Formal Education Support Center. Library fulfills its mission by maintaining gh-demand, high-interest collection of print, non-print, and electronic media, and by providing timely, accurate, and useful information to community residents of all ages. The Library also serves as the archives for the Town of Needham. The Board of Trustees supports the American Library Association's **Library Bill of Rights.**

BUDGETARY DATA FOR FY94

Personnel	$530,181
Purchased Services	69,938
Expenses	16,647
Books, Periodicals, and Audio-Visual	91,694
Capital Expenses	13,250
Total	721,710

Number of Employees	Full-time	14
	Part-time	37

DEPARTMENTAL STATISTICS

ADULT DEPARTMENT

Circulation (books, videos, CD's cassettes, periodicals)	$221,290
Books loaned to other libraries	3,834
Books borrowed from other libraries	2,204
Overdue notices and bills sent	2,645
Reserves placed	3,186
Total money returned to Town from fines, fees, lost books, etc.	$38,969

REFERENCE DEPARTMENT	
Reference questions answered	18,603
Directional questions answered	3,934
Reference books checked out overnight	601
Number of people using Genealogy Room	295
CHILDREN'S DEPARTMENT	
Circulation (books, videos, records, cassettes, periodicals)	173,940
Reference questions answered	8,228
Overdue notices and bills sent	1,275
Reserves placed	268
Story times and other programs	173
Attendance at programs	3,575
CATALOG DEPARTMENT	
Adult books added to collection	4,565
Adult books withdrawn	6,671
Children's books added to collection	2,612
Children's books withdrawn	1,547
Records, CD's, and audiocassettes added	537
Records, CD's, and audiocassettes withdrawn	104
Videocassettes added	268
Videocassettes withdrawn	82
Total collection	147,829
COMMUNITY ROOM USE	
Library and Friends' programs (other than Children's programs)	71
Other clubs/groups	101

FY94 was the busiest circulation year In the history of the Needham Public Library. 401,268 items were checked out—an Increase of 5.78% over FY93 (379,313) and a 4% Increase over the previous record high set in FY76 (385,689). Audio-visual items (videocassettes, books-on-tape, compact discs, etc.) accounted for 18.7% of the circulation. Registration increased by 19%, reserves by 16%, and adult reference questions by 4.7%.

FY94 HIGHLIGHTS

July—The library's Fourth of July parade float received the Grand Marshall's Award for Excellence in Creative Design. The Rosemary Street walkways were replaced.

August—The Children's Summer Reading Program "Sail on a Sea of Books" participants read over 5700 books. 48 bears and their owners registered for the Annual Teddy Bear Jamboree.

September—5 employees were certified at a CPR course conducted by the Needham Fire Department. Through the Minuteman Library Network, Needham gained access to the wealth of resources available via the Internet.

October—Reference Department librarians began their second year of conducting classes to instruct people in the use of the Library's on-line catalog. The Friends of the Library annual book sale broke all previous sale records.

November—The Minuteman Library Network installed a new and more powerful program, Information Gateway, for searching the Library's catalog.

December—Thanks to the generosity of the Friends of the Library and the use of Trust Funds, the Museum Pass Program was reinstated.

January—The Library received a $10,000 Federal Library Services and Construction Act grant to update Its science and technology materials.

March—The Needham Women's Club concluded another successful year of monthly Saturday morning Story Time programs. Volunteers from the Congregational Church spent a Saturday cleaning the Library's bookshelves.

April—The McIver Book Discussion series, Needham Reads Needham Authors, concluded. Featured authors were journalist Florence Graves, poet Rosanna Warren, and novelist Barbara Delinsky. The Library participated in the Sixth Annual Newton/Needham Chamber of Commerce EXPO.

May—The Library honored its volunteers with a party and program. Mike Touglas presented a program on the Charles River and other outdoor places in Massachusetts. In cooperation with the Needham Celebrates Reading Committee, the Library hosted a reception for Needham authors and illustrators.

June—Lois Bacon was elected President of the Friends of the Library. Five Pollard students and two parent supervisors raked the Library's grounds, picked up outside trash, and dusted some interior sections. The Needham Science Center displayed its recycling information in the main lobby. As a part of the activities of the Needham World War II Commemorative Community Committee, the Library featured a display in remembrance of the 50th anniversary of D-Day.

DONATIONS TO THE LIBRARY

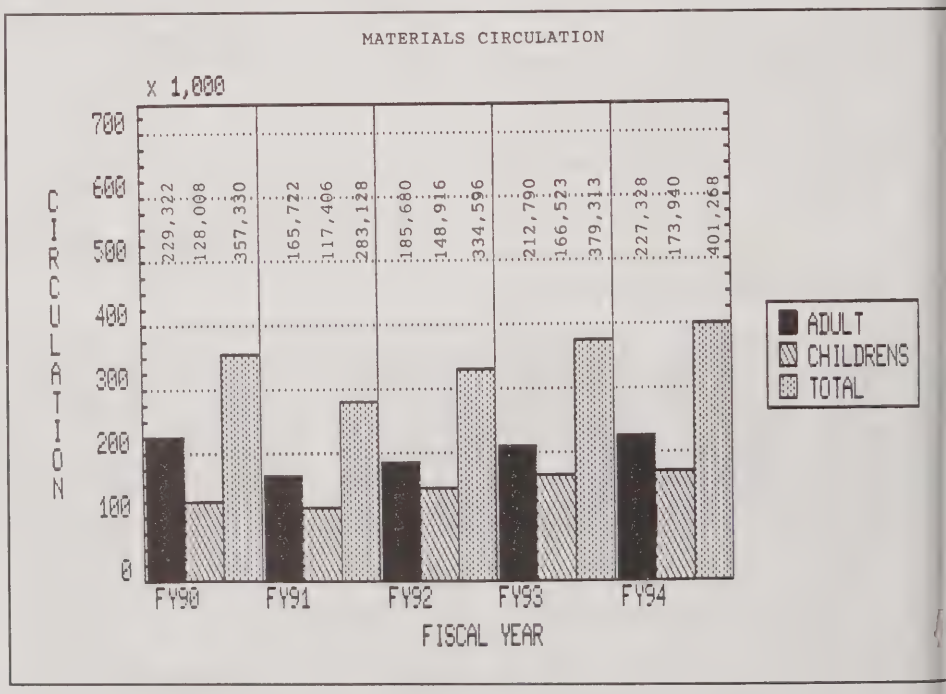
In FY94 fifty-one people volunteered 1245.5 hours of service to the Library. This figure does not include the many hours given by the Trustees and Friends of the Library in presenting programs, booksales, etc. The Library is also grateful for the Needham Garden Club's many contributions, including the pass to the Garden in the Woods, the weekly flower arrangements, the seasonal decorations, and the many hours spent maintaining the outside flower gardens.

Each year the library receives many thousands of gift books that are either added to the collection or given to the Friends of the Library for the Annual Booksale.

Cash Donations and Memorials	$10,846

FORECAST

Plans will be formulated for a space renovation and/or addition to the building. Additional electronic resources will become available.



ARK & RECREATION COMMISSION

es Sargent, Chairman, Elinor R. Devlin, ey I. Meropol, Philip V. Robey, Dana W. y, Jr, Nancy White, Director

RPOSE

owered by Chapter 45 of the General Laws e Commonwealth of Massachusetts, the and Recreation Commission:

vides balanced year-round recreation pro- mming and leisure services for all ages.

rves as steward of over 300 acres of public k land and Town Forest. and schedules reation and athletic facilities.

nages Rosemary Lake and Pool as the ncipal aquatic recreation facility.

vides long range open space and recre- on planning.

ordinates and provides support service for ny community organizations.

vides youth leadership training and volun- r resource development.

OGETARY FY'94 DATA

		Number of employees
ries	$251,470	Full time 4
enses	$ 26,616	Part time 74
hase of Services	$ 21,084	
TOTAL	$299,170	
ating Capital	$ 5,000	
AL	$304,170	

94 HIGHLIGHT

panded the department recorded program e to become a "Community Information ne" available to non-profit organizations in effort to support their activities.

vamped the entire summer volunteer pro- am for FY'95 inception.

veloped a plan to offer mail in registration ginning the summer of 1994 to allow for tter utilization of office staff in the future.

rector was appointed to the American Park d Recreation Society National Board of rectors of the National Recreation and rk Association.

- Assistant Director was elected as the Community Representative of the Massachusetts Recreation and Park Executive Board.
- The department worked with the School Department to develop and use a room at the newly reopened Newman Elementary School. The room is useable during the school day for only recreation class purposes.
- Participation in senior programs increased.
- The department worked with the Hillside Elementary School on Community Service Day. Youngsters attending the Hillside School worked throughout the Town parks.
- The Needham Girl Scouts worked with the department in cooperation with the Exchange Club and Needham Women's Club on a Halloween activity.
- The department coordinated efforts to submit state legislation changes for lifeguard regulations.
- Two Eagle Scout Projects were completed at tot lots.
- The 8th grade class performed community service projects on Park and Recreation properties.
- A Regis College Senior Intern's volunteer hours were instrumental to the operation of the department for 6 months.
- The Commission began to expand the sea- sonal brochure to offer general leisure information. The department received $9,082 in financial donations to projects and programs.

SUMMER PROGRAMS	TOTAL PARTICIPANTS
Adult Tennis Lessons	8
Archery	23
Arts & Crafts Workshop	209
Cricketeer Adventure	358
Gymnastics Workshop	174
Mini-Evergreen Adventure	373
Broadmeadow Playground	116
Outdoor Living Adventure	241
Tennis Lessons	183
Tennis Tykes	48
Tennis Tournaments (youth)	20
Counselor In Training	99
Youth Volleyball	28

POOL	TOTAL PARTICIPANTS
General Admission	48.300
Masters Swim Meets	60
Sailing Lessons	25
Canoeing Lessons	21
Swim Lessons	940
Swim Team	80
Instructor Aides	50
Town Groups & Organizations	200

OTHER SUMMER ACTIVITIES

Arts in the Parks	2.000
Community Gardens	19
Children's Theatre	800
Tennis Passes	859

PARK USE TOTAL PARTICIPANTS

Mountain Biking Meet	350
One Time Use Permits for Parks/Tot Lots	200
Group Use of 17 Athletic Fields	21 organizations

FALL/WINTER/SPRING PROGRAMS	TOTAL PARTICIPANTS
Adult Cross Country Ski Lessons	20
Adult Exercise	27
Adult Tennis Lessons	9
Archery	44
Badminton	30/week
Ballet	88
Drama Workshop	39
February Vacation Gym	127
Halloween/Haunted House Party	1,400
Healthy Strides Walking Club	200
Ice Skating	217
Indoor Tennis	36
Itsy Bitsy Arts	54
Men's Basketball	40/week
Men's Volleyball	35/week
Senior Billiards	22
Senior Bridge	43
Senior Exercise	61/week
Senior Golf	72/week
Senior Horseshoes/Bocce/Shuffleboard	28
Senior Walking Club	36
Ski Trip	61
Snowman Building Contest	24
Special Needs Activities	10/week
Women's Volleyball	20/week
Youth Vacation Cross Country Ski Program	12
Youth Volleyball	12

FY'95 FORECAST

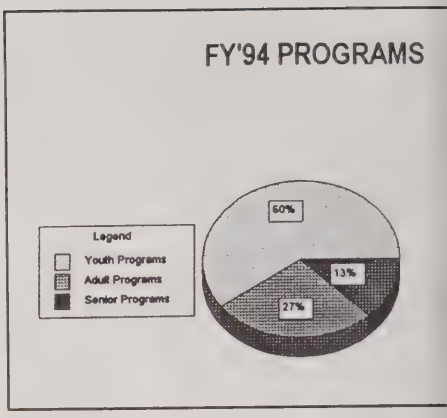
- Begin to implement the 5 year capital plan of managing school grounds and work with the Parks Division as they begin to maintain the properties.
- Begin to address the capital needs of the smaller parks.
- Build a stronger alliance with the School Department.
- Assist in the completion of the Needham Conservation - Recreation Open Space Master Plan.
- Become an even stronger service provider of information to citizens as it relates to general recreation activities in the community.
- Support and encourage the process of the Community Center Study Committee.
- Repair the Mills Field Tennis Courts.
- Survey and evaluate the possibility of a regional Walking Club and coordinate the efforts with the Deaconess-Glover Hospital.

CULTURE & LEISURE SERVICES

- Support the national initiatives developed by the National Recreational and Park Association as they relate to the Needham Park and Recreation Commission.
- Enhance the relationships with youth and civic organizations and broaden the base of partnerships of the same.

SERVICES PROVIDED

- Registration information and referral for youth organizations.
- Information for all local special events hosted by non-profit agencies.
- Management of 17 athletic fields and 6 tot lot areas.
- Sports kit rental for family/business outings.
- Car washes for fundraising by non-profit organizations.
- Outdoor ice skating areas and information in Needham.
- Walking trail information.
- Regional recreation activity referrals.
- Assistance to community group with events.
- Mountain Biking information.
- Information for citizens new to the community.
- Provide Community Garden sites.



MEMORIAL PARK

Ron Sockol, Chairman; John S. Gallello, John J. Logan, Jr., Charles J. Mangine, Arthur M. Tiernan

There was a time when the land now known as Memorial Park was a florist establishment for Paul Richwagen and his family. The Town purchased the thirteen acre site from Nellis Richwagen in 1920 for the sum of $17,500. Jim Crossman, a Needhamite, was a war hero, founder of VA. Post 14, and former Needham High School football star. Armed with Town Meeting's approval, architectural and landscape drawings, and the financial support of William H. Carter, Crossman designated April 19, 1921 as "Community Day." Two thousand volunteers worked that day, using their skills and backs to create an athletic field dedicated to the American veterans of all wars.

Memorial Park remains a hub for many Town activities. It is the site used by Needham High School for its graduation ceremonies as well the field the school uses for track and football events. Little League, Senior League, and American Legion use its baseball diamond; Pop Warner its football field; the Track Club, joggers and walkers its oval track. It is the home of the Arts in the Park program, the Fourth of July fireworks spectacular, and houses the town's bulletin board. The Memorial Park Building even provides available meeting rooms.

Five Memorial Park Trustees oversee the building and grounds of the park, and schedule and regulate the use and operation of the facilities. These Trustees are elected for three year terms. The grounds are ably cared for by John Cusick and his grounds division employees.

FY '94 HIGHLIGHTS

1) New concession stand successfully used at athletic and community events.
2) Increase in usage of two Community Rooms at Memorial Park Building.
3) N.H.S. Graduation exercises for the class 1994 were held in June.
4) The Fourth of July festivities were spo sored by the Exchange Club.
5) Needham Youth Track Meet attracts lar crowd/July weekend.
6) Park and Recreation Department sponsor Arts in the Park on Thursday evenings.

FY '95 FORECAST

1) Memorial Monument for all veterans w be installed at Memorial Park with inspirational ceremony.
2) New Community Sign and flower gard will be created at Memorial Park frontage

Needham Market Town Council

EPARTMENT OF FINANCE

Carl F. Valente, Finance Director; Robert W. Burke, Data Processing Manger, John Krause, Comptroller; Evelyn M. Poness, Treasurer and Tax Collector

Department of Finance consists of the nptroller's Office, Treasurer/Collector, and nagement Information Services (MIS). The artment is responsible for the overall finan- management of the Town including: ising the Town Administrator of the vn's financial condition, assisting the Town ninistrator in preparing the five-year ital Improvement Plan, cash management, : management, tax and utility billing, mis- aneous billings for Town services, risk agement, audit review and internal finan- controls, Minority Business Enterprise and tract Compliance, and supporting all cts of the Town's data processing opera- s. In addition, the MIS Division provides School Department with wide variety of ent information required for State and vn reporting including: automated class duling, daily attendance tracking, an report processing services. Approximately 30 ent of the resource in the MIS Division port the variety of data processing service vided to the School Department.

PLOYEES PER DIVISION

asurer/Collector	5.5
nptroller's Office	3.8
a Processing	6
al Staff	15.3

BUDGETARY DATA

Salaries	$546,403
Purchase of Service	397,421
Expenses	68,090
Capital Outlay	850
Total	$1,012 764

FY94 HIGHLIGHTS

Much of the activity of the Department of Finance involves the day-to-day management of the Town's finances including $52 million in operating expenses, $1.1 million in Special Revenues, and $18 million in Hospital receipts. Further, the Department processes 1200-1500 payroll checks per week, 500 bi-weekly teachers checks, 400 invoices and expense checks per week, 10,000 water/sewer bills and real estate bills quarterly, 26,000. motor vehicle excise bills, 3200 W-2 forms, 10,000 landfill stickers, and 1,100 garbage collection accounts.

In addition to maintaining the automated financial systems for the Town, the MIS Division assists the Town Clerk's office with automation of voter registration lists, and the Town and school census.

The Comptroller's Division and Treasurer/Collector are responsible for complying with a myriad of Municipal Finance laws and regulations as well as meeting the financial reporting requirements of the State and Federal Governments. These financial controls are essential in order to properly safeguard taxpayer dollars.

The Town also provides a variety of services to the Glover Hospital. For these services the Glover Hospital reimbursed the Town's General Fund $25,000. During April-June 1994, staff from the Finance Department played a significant role in the separation of Glover Hospital from the Town. Transferring payroll, benefit, retirement and vendor information was critical to the smooth transition of Glover Hospital to a private entity.

The Town is fortunate in that over 98 percent of the property taxes were paid on time. In addition, as a result of aggressive cash management by the Treasurer, the Town was able to earn $390,000 in interest for the Town in Fiscal Year 1994.

The primary new activity for the Finance Department in FY94 was the implementation of a new a general government computer system and public safety system, and the implementation of a new school department student records system. As part of this project, the Finance Department implemented a new automated general ledger accounting system in November 1993, new payroll software in January 1994, and a new accounts payable system April 1994. These changes have been the most significant improvement the Town's financial management in the last decade and will result in a substantial improvement in the Town's ability to managed its finances.

FY95 OBJECTIVES

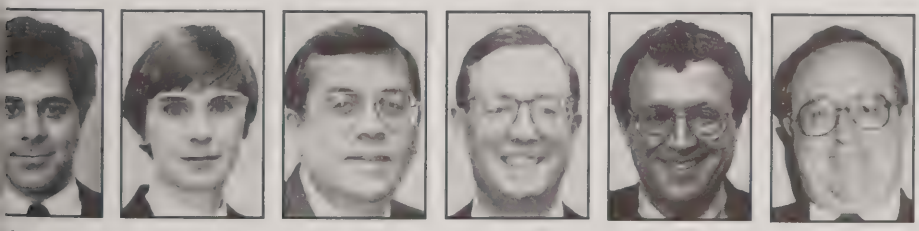
The primary objective for the Department of Finance in FY95 is to implement the remaining financial management applications on the new computer system including: utility billing, tax billing and miscellaneous receivables.

This new system is saving the Town over $50,000 per year in hardware maintenance costs and has dramatically improved the Town's ability to serve customers and residents.

Also during FY95, the Finance Department will assist the Town Clerk in implementing a new voter system, and convert the current voter registration, census, and parking ticket system to the new computer system. Through the Treasurer's office, a new downtown parking permit system will be administered.

It is the goal of the Finance Department to serve the financial management requirements of all Town departments. In addition, it is the obligation of the Finance staff to safeguard the tax dollars and funds received from the residents and taxpayers of the community. The department is always looking for new ways to improve the efficiency of Town services and welcomes the comments of residents in this regard.

NANCE COMMITTEE



hew J. Applestein, Cynthia Chaston, William J. Miles, Paul O'Connor, Michael Fee, Gerard van, Executive Secretary. Not pictured; Robert D. Friedman, James G. Healy, Joseph domino.

nine members of the Finance Committee ppointed by the Town Moderator for three overlapping terms. The committee's powers and responsibility are defined by statute, case law, and the Town's by-laws. Briefly, its duty is to "consider any and all municipal questions for the purpose of making reports or recommendations to the town." (M.G.L. 39, 16)

The regular change of Chairman and the gradual replacement of members allows a consistently fresh viewpoint and encourages the FinCom, other committees and departments and the Town Meeting to constantly reexamine needs and priorities.

Yet overall the Finance Committee's perspective has been consistent. It is:

> to present a viable operating budget to Town Meeting within the fiscal constraints of Proposition 2 1/2,

to promote the development of long term capital projects planning to maintain the Town's assets.

to maintain a consistent and workable debt service funding level within the operating budget,

to develop a Stabilization Fund for **major** capital projects. This fund also has the effect of reducing borrowing rates.

Rather than a lengthy list of numbers, pie charts and graphs, the Committee encourages you to review the Town Warrant that accompanies this Report. The Chairman's letter highlights the Committee's recommendations for the coming fiscal year. To see where the money comes from and goes, review the Revenue Summary and the Operating Budget Summary that follow the Warrant Article Index. The Town's current outstanding debt is summarized in the Debt Retirement Schedule that follows the line item budget. It shows borrowing that is within the operating budget approved by Town Meeting and the debt approved by the voters by overrides. The debt within the levy is included in line items 018, 019 of the budget.

The task of keeping a proposed budget within the projected revenue estimate has been characterized by a former Chairman as trying to squeeze a size 10 foot in a size 9 shoe. The following brief summary of FY 95 illustrates that point but note this is **after** all the budget reviews.

SOURCE OF REVENUE

TAX LEVY	71.18%
LOCAL RECEIPTS	23.08%
RESERVES	3.09%
NET STATE AID	2.65%

% BUDGET

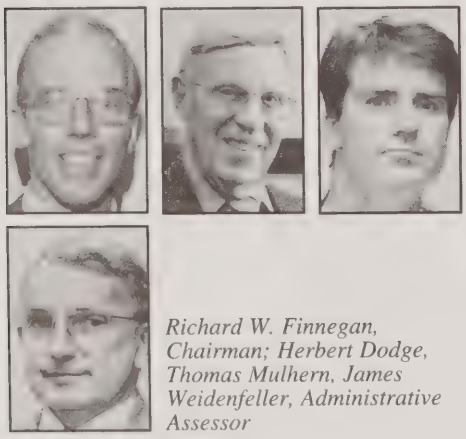
EDUCATION	42.19%
TOWNWIDE EXPENSES	26.93%
POLICE & FIRE	12.07%
PUBLIC WORKS	9.46%
ALL OTHER DEPTS.	9.36%

The Revenue side makes it apparent there little room for growth on the local level. It a shows the importance of maintaining Stabilization Fund, apart from revenue, offset the cost of major capital expens Currently, the fund is approximately $740,0 or 1.4% of the budget.

Over a quarter of the Operating Budget townwide expenses, not directly involved w the operating budget of any departme Included are items such as MWRA, insuran and debt service. Salaries are the major part the remainder of the budget.

Despite the financial constraints and lim tions boards and departments have exerci thoughtful care and restraint in preparing th budgets. It is not an easy task. Needham can justly proud of the high standards and coope tive spirit of its departments, employees, v unteer boards and elected officials in plann for our future.

BOARD OF ASSESSORS



Richard W. Finnegan, Chairman; Herbert Dodge, Thomas Mulhern, James Weidenfeller, Administrative Assessor

PURPOSE

The Board of Assessors is responsible for the administration of a wide range state laws regarding the establishment of current market value of land, buildings, motor vehicles, business machinery and equipment within the Town of Needham. The market data collected and maintained within the Assessors' Office forms the basis of *ad valorem* taxation, or the apportionment of the amount of money the Town Meeting votes each year to be raised through local taxation.

FY-94 HIGHLIGHTS

Immediately upon completion of the FY-94 revaluation certification, the Assessors' Office began planning for FY-95 and the FY-97 revaluation. Information derived from current market data, valuation hearings, local real estate listings and published real estate data is constantly being collected and analyzed. Field personnel are making regular visits to neighborhoods updating data and record information so that the assessments can be the most fair to everyone in town. A computer terminal has been added to the counter at the Assessors' Office. Property owners and real estate professionals have found this to be an asset in researching their property information.

The end of 1993 and into 1994 has seen an upswing in the residential real estate market. Sales activity has increased sharply and prices are indicating a moderate increase. Commercial/industrial values appear to have bottomed and stabilized. There were 38 new houses started as of January 1, 1994. Of over 600 building permits inspected many were large additions. These tend to point to a confidence in the local economy and the attractiveness of the community to its residents.

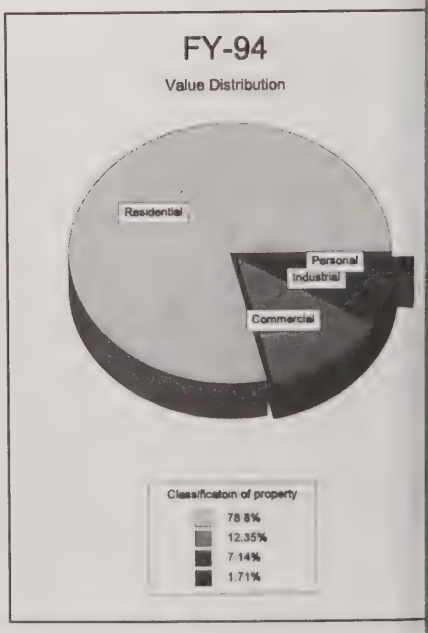
BUDGETARY DATA

Salaries: $183,711 Expenses: 11,500
Revaluation: 25,000

ASSESSMENT STATS

The FY-94 revaluation, certified by the Department of Revenue produced the following information:

	Parcel Count	Value	Percentage Entire Tov
Residential	9,033	$2,215,834,992	78.8
Commercial	376	347,277,200	12.3
Industrial	60	200,729,700	7.1
Personal Property	530	48,077,580	1.7
TOTAL		$2,811,919,472	



ONTRIBUTORY RETIREMENT BOARD

Evelyn Poness, Chairman, J. Darrison Sillesky, Not pictured, Thomas A. Welch II

Needham Retirement System, governed by a e member board, is a fund of 40,726,000. Those loyees qualified for membership, working over ity (20) hours per week, contribute either 5%, or 8% of their salary. The percentage of contri- on is based on their date of hire.

Retirement Board is responsible to its mem- , the employees of the Town, for the invest- t of their retirment funds, to inform them of rights to retirement benefits and convey any iges in the law which may impact benefits.

anticipation and preparation for the ration of the Glover Memorial from under governance of Massachusetts General s required a great deal of work and ning during 1994. Informational seminars, louts and individual meetings were held approximately three hundred Glover loyees. Approximately one hundred loyees elected to receive a retirement vance and one hundred and fifty withdrew funds. Also, during 1994 the final es of the computerization of all records completed.

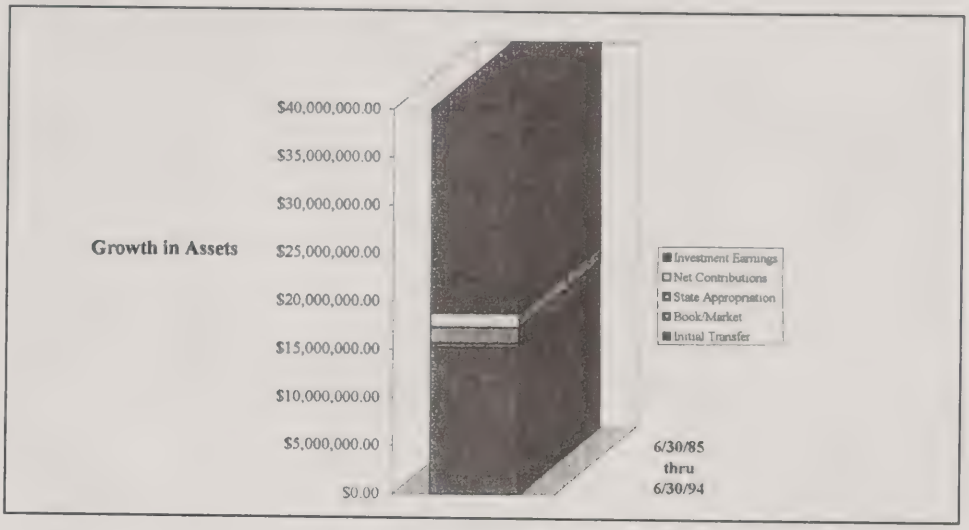
ent cash management and conservative invest- of funds has provided an increase of over 500,000 since we joined the Pension Reserves stment Trust in June 1985.

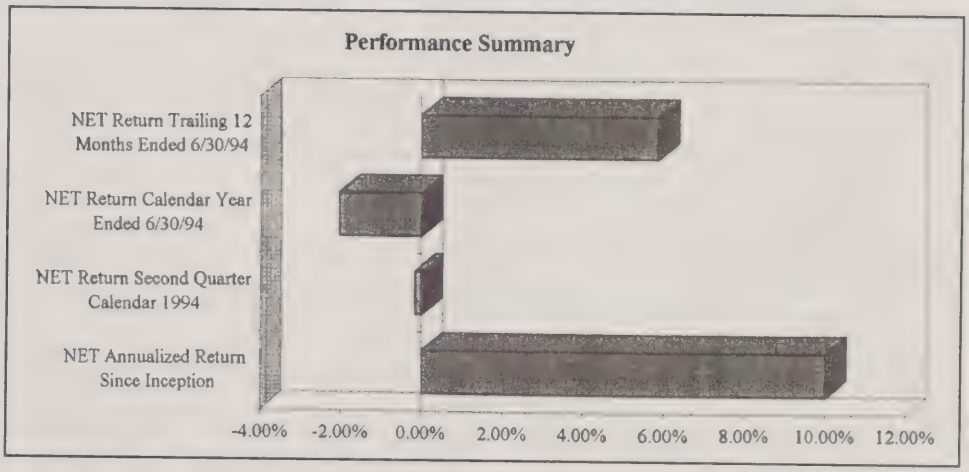
JRCES OF ASSET GROWTH

	6/30/85 thru 6/30/94
al Transfer	$15,222,999.24
c/Market	$446,388.00
Appropriation	$1,702,045.93
Contributions	$1,424,434.48
stment Earnings	$21,930,150.57
AL	**$40,726,018.22**

PERFORMANCE SUMMARY

NET Annualized Return Since Inception	10.01%
NET Return Second Quarter Calendar 1994	-0.17%
NET Return Calendar Year Ended 6/30/94	-2.04%
NET Return Trailing 12 Months Ended 6/30/94	5.85%





OMMISSIONERS OF TRUST FUNDS

rt W. Cutts, Robert E. Kettlety

The close of the fiscal year 1993/1994 brought a dramatic change to the Trust Funds of the Town.

The Glover Memorial Hospital Trust made up 57% of the Trusts and 64% of the total dollars. The terms of the merger of Glover and the Deaconess transferred the Trust to the Deaconess Hospital.

With the transfer, the Commissioners retained those assets that would maintain an income flow along with anticipated capital growth to keep the remaining Trust in a favorable condition.

Our efforts to activate several dormant accounts have been successful, and the funds have been redirected to current uses.

The year had only one bequest, the Robert and Marcia Carleton Memorial Trust. As in the past, we anticipate that the generosity of the citizens of Needham will continue to build these Trust Funds that benefit our Town's activities.

Due to a change in employment, we lost the valuable services of Michael Millette as a Commissioner and are seeking a replacement.

TOWN OF NEEDHAM

STATEMENT OF APPROPRIATIONS AND EXPENDITURES

YEAR ENDED JUNE 30, 1994

	Approp. Continued from FY1993	Annual T.M. Approp.	Reserve or Special T.M. TRANSFERS	Less Cont. Approp. to FY 1995	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpen Return to Surplus
Summary									
General Government:									
Administration	$ 0	$ 811,452	$ 25,000	$ 0	$ 836,452	$ 794,731	$ 10,870	$ 805,601	$ 30,8
Finance	0	1,757,662	(291,250)	147,000	1,319,412	1,210,020	84,741	1,294,761	24,6
Public Safety	0	6,305,090	91,250	0	6,396,340	6,246,152	81,608	6,327,760	68,5
Public Facilities	0	5,143,138	196,000	0	5,339,138	5,288,598	161,601	5,450,199	(111,0
Human Services	0	635,773	0	10,000	635,773	577,979	5,456	583,435	52,3
Planning & Development	0	112,727	0	15,000	97,727	91,293	1,949	93,242	4,4
Cultural & Leisure Services	0	1,035,446	0	0	1,035,486	1,018,566	8,348	1,026,914	8,5
Education	0	20,695,000	278,720	113,181	20,860,539	20,830,334	0	20,831,485	29,0
Townwide Expenses	0	14,448,997	(973,927)	166,907	13,308,163	12,946,682	89,304	13,035,986	272,1
Grand Total	$ 0	$ 50,955,285	$ (674,207)	$ 452,088	$ 49,829,030	$ 49,004,355	$ 443,877	$ 49,449,383	$ 379,1
Townwide Expenses									
Street Lighting		$ 390,00			$ 390,000	$ 377,733	$ 12,267	$ 390,000	$
Garbage Collection		98,000	(4,000)		94,000	86,163	7,837	94,000	
Insurance General		562,170			562,170	541,355		541,355	20,8
Health Insurance		3,980,000	(90,000)		3,890,000	3,729,719		3,729,719	160,2
Worker's Compensation		450,000		154,907	295,093	295,093		295,093	
Property Self Insurance		12,000		12,000	0	0		0	
Unif. Ser. Self Insurance		85,000	90,000		175,000	114,063	60,000	174,063	
Unemployment Compensation		30,000			30,000	20,515	9,200	29,715	
Maturing Bonds		867,802	(82,475)		785,327	785,327		785,327	
Bond Interest		414,613	(100,613)		314,000	314,000		314,000	
Contibutory Retirement		2,892,324			2,892,324	2,863,401		2,863,401	28,9
Chap 32 Retirements		210,000			210,000	161,993		161,993	48,0
MWRA Sewer Assessment		3,780,500	(754,102)		3,026,398	3,026,396		3,026,396	
MWRA Water Assessment		110,000	(32,737)		77,263	77,263		77,263	
Minuteman Assessment		481,588			481,588	481,588		481,588	
MBTA Comuter Parking		85,000			85,000	72,073		72,073	12,9
Subtotal	$ 0	$14,448,997	$ (973,927)	$ 166,907	$ 13,308,163	$ 12,946,682	$ 89,304	$13,035,986	$272,
Board of Selectmen									
Salaries		$ 307,164	6500		$ 313,664	$ 313,664	$ 0	$ 313,664	$
Purchase of Service		153,708	(6500)		147,208	123,588	6,190	129,778	17,
Expenses		23,925			23,925	21,269	546	21,815	2,
Capital Outlay		5,000			5,000	5000	0	5,000	
	$ 0	$ 489,797	$ 0	$ 0	$ 489,797	$ 463,521	$ 6,736	$ 470,257	$ 19,5
Town Clerk									
Board of Registrars									
Salaries		$ 124,152			$ 124,152	$ 120,953	$ 0	$ 120,954	$ 3,
Purchase of Service		16,515			16,515	9,326	4,134	13,460	3,
Expenses		3,465			3,465	3,465	0	3,465	
Capital Outlay		0			0	0	0	0	
Tellers and Canvassers		5,500			5,500	5,035	0	5,035	
Special Details		1,000			1,000	0	0	0	1,
	$ 0	$ 150,632	$ 0	$ 0	$ 150,632	$ 138,779	$ 4,134	$ 142,913	$ 7,
Legal									
Salaries		$ 44,956			$ 44,956	$ 44,956	$ 0	$ 44,956	$
Purchase of Service		120,000	25,000		145,000	144,944	0	144,944	
Expenses		5,000			5,000	1,464	0	1,464	3,
	$ 0	$ 169,956	$ 25,000	$ 0	$ 194,956	$ 191,364	$ 0	$ 191,364	$ 3,

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1994

	Approp. Continued from FY1993	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1995	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
onnel Board									
laries		$ 1,067			$ 1,067	$ 1,067	$ 0	$ 1,067	$ 0
	$ 0	$ 1,067	$ 0	$ 0	$ 1,067	$ 1,067	$ 0	$ 1,067	$ 0
ssors									
laries		$ 183,711			$ 183,711	$ 179,616	$ 0	$ 179,616	$ 4,095
rchase of Service		25,000			25,000	4,854	20,000	24,854	146
penses		11,500			11,500	9,963	0	9,963	1,537
pital Outlay	0	0			0	0	0	0	0
	$ 0	$ 220,211	$ 0	$ 0	$ 220,211	$ 194,433	$ 20,000	$ 214,433	$ 5,778
partment of Finance									
aries		$ 544,687			$ 544,687	$ 544,687	$ 0	$ 544,687	$ 0
rchase of Services		398,200			398,200	342,781	54,641	397,422	778
penses		77,260			77,260	67,093	10,100	77,193	67
pital Outlay		850			850	808	0	808	42
	$ 0	$ 1,020,997	$ 0	$ 0	$ 1,020,997	$ 955,369	$ 64,741	$ 1,020,110	$ 887
ance Committee									
aries		$ 12,394			$ 12,394	$ 12,394	$ 0	$ 12,394	$ 0
penses		350			350	261	0	261	89
serve Fund		456,477	(291,250)	147,000	18,227	0	0	0	18,227
	$ 0	$ 469,221	$ (291,250)	$ 147,000	$ 30,971	$ 12,655	$ 0	$ 12,655	$ 18,316
irement									
aries		$ 42,633			$ 42,633	$ 42,963	$ 0	$ 42,963	$ (330)
rchase of Service		1,200			1,200	1,200	0	1,200	0
penses		3,400			3,400	3,400	0	3,400	0
	$ 0	$ 47,233	$ 0	$ 0	$ 47,233	$ 47,563	$ 0	$ 47,563	$ (330)
ication									
aries	$	$ 16,957,002	$ 95,000	$	17,052,022	$ 17,052,002	$ 0	$ 17,052,002	$ 0
ministration		2,681,321	38,720	53,188	2,666,853	2,666,853	0	2,666,853	0
truction		859,818		25,474	834,344	833,193	0	834,344	0
ner School Services		196,859	145,000	34,519	307,340	278,286	0	278,286	29,054
	$ 0	$ 20,695,000	$ 278,720	$ 113,181	$ 20,860,539	$ 20,830,334	$ 0	$ 20,831,485	$ 29,054
ice									
aries,		$ 2,462,295	$ 36,000		$ 2,498,295	$ 2,484,800	$ 0	$ 2,484,800	$ 13,495
chase of Services		78,589			78,589	74,859	0	74,859	3,730
penses		132,891			132,891	115,403	4,700	120,103	12,788
pital Outlay		85,800			85,800	19,328	66,374	85,702	98
	$ 0	$ 2,759,575	$ 36,000	$ 0	$ 2,795,575	$ 2,694,390	$ 71,074	$ 2,765,464	$ 30,111

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1994

	Approp. Continued from FY1993	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1995	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpen Return to Surplus
Fire									
Salaries	$ 0	$ 3,103,548	$ 40,000		$ 3,143,548	$ 3,118,599	$ 0	$ 3,118,599	$ 24,9
Purchase of Services		102,225			102,225	92,285	2,414	94,699	7,5
Expenses		152,255			152,255	152,255	2,870	152,255	
Capital Outlay		10,000			10,000	10,000	0	10,000	
	$ 0	$ 3,368,028	$ 40,000	$ 0	$ 3,408,028	$ 3,370,269	$ 5,284	$ 3,375,553	$ 32,4
Civil Defense									
Salaries		$ 3,000			$ 3,000	$ 3,000	$ 0	$ 3,000	$
Expenses		15,000			15,000	11,680	0	11,680	3,3
	$ 0	$ 18,000	$ 0	$ 0	$ 18,000	$ 14,680	$ 0	$ 14,680	$ 3,3
Building									
Salaries		$ 144,797	10,000		$ 154,797	$ 152,484	$ 0	$ 152,484	$ 2,3
Expenses		880	5,250		6,130	862	5,250	6,112	
Capital Outlay		4,325			4,325	4,325	0	4,325	
Purchase of Service		0			880	856	0	0	
	$ 0	$ 150,002	$ 15,2500	$ 0	$ 165,252	$ 157,671	$ 5,250	$ 162,921	$ 2,3
Sealer of Wights									
Salaries		$ 7,583			$ 7,583	$ 7,583	$ 0	$ 7,583	$
Expenses		380			380	1710	1,521	171	2
Purchase of Service		1,522			1,522	1,388	0	1,388	1
	$ 0	$ 9,336	$ 0	$ 0	$ 9,485	$ 9,142	$ 0	$ 9,142	$ 3
Public Works									
Salaries		$ 2,611,898	$		$ 2,611,898	$ 2,611,829	$ 0	$ 2,611,829	$
Purchase of Service		1,593,711	(70,000)		1,523,711	1,465,979	26,000	1,491,979	31,7
Expenses		442,155	81,000		523,155	516,829	1,482	518,311	4,8
Capital Outlay		345,374			345,374	195,939	134,119	330,058	15,3
Snow & Emergency Salaries		60,000	35,000		95,000	162,206	O	162,206	(67,2
Snow & Emergency Expense		90,000	150,000		240,000	335,816	0	335,816	(95,8
	$ 0	$ 5,143,138	$ 196,000	$ 0	$ 5,339,138	$ 5,288,598	$ 161,601	$ 5,450,199	$(111,0
Board of Health									
Salaries		$ 201,114			$ 201,114	$ 188,207	$ 0	$ 188,207	$ 12,9
Expenses		99,441		10,000	89,441	86,411	0	86,411	3,0
Purchase of Services		10,550	0		10,550	7,090	0	7,090	3,4
Capital Outlay	0	0	0	0	0	0	0	0	
	$ 0	$ 311,105	$ 0	$ 10,000	$ 301,105	$ 281,708	$ 0	$ 281,708	$ 19,3
Veterans Services									
Salaries		$ 40,945			$ 40,945	$ 40,622	$ 0	$ 40,622	$
Expenses		3,300			3,300	2,104	0	2,104	1,
Benefits		41,000			41,000	20,222	0	20,222	20,7
	$ 0	$ 85,245	$ 0	$ 0	$ 85,245	$ 62,948	$ 0	$ 62,948	$ 22,2
Youth Commision									
Salaries		$ 99,374	$ (3,900)		$ 95,474	$ 87,356	$ 0	$ 87,356	$ 8,
Expenses		4,495			4,495	4,408	0	4,408	
Capital Outlay		0	3,900		3,900	0	3,900	3,900	
	$ 0	$ 103,869	$ 0	$ 0	$ 103,869	$ 91,764	$ 3,900	$ 95,664	$ 8,2

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1994

	Approp. Continued from FY1993	Annual T.M. Approp.	Reserve or Special T.M. Transfers	Less Cont. Approp. to FY 1995	Total Avail. for Expend.	Expended Disburse.	Expended Open Encumb.	Expended Total	Unexpend Return to Surplus
ncil on Aging									
ries		$ 139,671			$ 139,671	$ 137,237	$ 0	$ 137,237	$ 2,434
penses		950			950	950	0	950	0
pital Outlay		3,170			3,170	3,165	0	3,165	5
rchase of Service		1,250			1,250	0	0	1,250	0
	$ 0	$ 145,041	$ 0	$ 0	$ 145,041	$ 141,352	$ 0	$ 142,602	$ 2,439
m on Disabilities									
enses		$ 513			$ 513	$ 207	$ 306	$ 513	$ 0
	$ 0	$ 513	$ 0	$ 0	$ 513	$ 207	$ 306	$ 513	$ 0
ning Board									
ies		$ 72,867	$		$ 72,282	$ 72,282	$ 0	$ 72,282	$ 585
rchase of Service		17,960		15,000	2,960	2,758	202	2,960	0
penses		1,947			1,947	776	1,171	1,947	0
pital Outlay		0			0	0	0	0	0
	$ 0	$ 92,774	$ 0	$ 0	$ 77,774	$ 75,816	$ 1,373	$ 77,189	$ 585
ervation Commission									
ies		$ 6,308			$ 6,308	$ 5,221	$ 0	$ 5,221	$ 1,087
rchase of Services		3,429			3,429	974	150	1,124	2,305
penses		1,150			1,150	1,024	0	1,024	126
pital Outlay		0			0	0	0	0	0
	$ 0	$ 10,887	$ 0	$ 0	$ 10,887	$ 7,219	$ 2,394	$ 7,369	$ 3,518
d of Appeals									
ies		$ 5,303			$ 5,303	$ 5,303	$ 0	$ 5,303	$ 0
penses		3,250	0		3,250	2,868	0	2,868	382
pital Outlay		0			0	0	0	0	0
	$ 0	$ 8,553	$ 0	$ 0	$ 8,553	$ 8,171	$ 0	$ 8,171	$ 382
rical Commission									
nses		$ 513			$ 513	$ 87	$ 426	$ 513	$ 0
	$ 0	$ 513	$ 0	$ 0	$ 513	$ 87	$ 426	$ 513	$ 0
ry									
ies	$	$ 536,545	$		$ 536,585	$ 530,389	$ 0	$ 530,389	$ 6,196
chase of Service		71,500			71,500	66,038	4,173	70,211	1,289
oks and Peroiodicals		91,700			91,700	88,328	3,372	91,700	0
penses		16,650			16,650	16,585	63	16,648	2
pital Outlay		13,250			13,250	13,250	0	13,250	0
	$ 0	$ 729,645	$ 0	$ 0	$ 729,685	$ 714,590	$ 7,608	$ 722,198	$ 7,487
and Recreation									
ies		$ 251,861			$ 251,861	$ 251,189	$ 0	$ 251,189	$ 672
chase of Service		21,347			21,347	20,607	740	21,347	0
penses		26,778			26,778	26,728	0	26,728	50
pital Outlay		5,200			5,200	5,000	0	5,000	200
	$ 0	$ 305,186	$ 0	$ 0	$ 305,186	$ 303,524	$ 740	$ 304,264	$ 922
orial Park									
nses	$	$ 615	$ 0	$ 0	$ 615	$ 452	$ 0	$ 452	$ 163
	$ 0	$ 615	$ 0	$ 0	$ 615	$ 452	$ 0	$ 452	$ 163
d Total	$ 0	$50,955,285	$ (674,207)	$ 452,088	$ 49,829,030	$ 49,004,355	$ 443,877	$49,449,383	$379,647

REFERENCE

TOWN OFFICIALS

ELECTED

Elected Moderator
Richard P. Melick '95

Selectmen
H. Phillip Garrity Jr., Chairman '95
Sally B. Davis '96
Paul Theodore Owens '97
David F. Eldridge Jr. '97
John D. Marr, Jr. '96

Town Clerk
Theodora K. Eaton '95

Assessors
Thomas Mulhern, Chairman '96
Richard W. Finnegan '97
Herbert L. Dodge '95

School Committee
Jennifer Peck Fainberg, Chairman '96
Margaret G. Murphy '95
Caroline D. Murray '95
Karl H. Clauset '95
Gerald A. Wasserman '96
Barbara Gillmeister '97
David Summergrad '97

Park and Recreation Commission
Jeffrey I. Meropol, Chairman '95
Elinor R. Devlin '97
James F. Sargent '95
Philip V.Robey '96
Richard B. Weitzen '95

Trustees of Memorial Park
Ron Sockol, Chairman '95
Charles J. Mangine '95
John S. Gallello '96
John J. Logan, Jr. '97
Arthur M. Tiernan '97

Planning Board
David Kunhardt, Chairman '95
Frank S. Gallello '96
David Gerber '97
Devra G. Bailen '98
Paul Killeen '99

Board of Health
David Bellinger, Chairman '95
Rachel Spector, Chairman '96
Saul Adams '97

Housing Authority
Edward Cahalane, Chairman '97
Charles H. Cahill Jr. '96
Richard W. Gatto '98
Paulette J. Turner '98

Commissioners of Trust Funds
Robert Cutts, Chairman '97
Robert Kettlety '95

Trustees of Public Library
Roma Jean Brown, Chairman '95
Charles F.C. Henderson '95
Thomas M. Harkins '96
Lois F. Sockol '96
Sally B. Powers '96
Emily M. Salaun '97
Gregory J. Shesko '97

Constables
Andrew G Carson '96
Walter A. Wright, Jr. '96

Commissioners of Trust Funds
Robert Cutts, Chairman '97
Robert Kettlety '95

APPOINTED BY SELECTMEN

Town Administrator
Carl F. Valente

Treasurer and Tax Collector
Evelyn M. Poness

Director of Finance
Carl F. Valente

Town Comptroller
John F. Krause

Town Counsel
David S. Tobin

Chief Procurement Officer
John F. Krause

Personnel Director
Kathleen Phipps Fitzpatrick

Director of Public Works
Richard P. Merson

Town Engineer
David F. Greenwood

Division Superintendents
Park - John F. Cusick
Water/Sewer - James J. Courchaine
Highway - Roger A. Stolte

Police Chief/Keeper of the Lockup
William G. Slowe

Truant Officer
William P. Matthies

Animal Control Officer
Harry Greenlaw

Fire Chief and Superintendent of
Fire Alarm/Forest Warden
Robert A. DiPoli

Director of Civil Defense
Julius T. Fedel

District Director of Veterans Services
John J. Logan, Jr.

Inspector of Buildings
Armand H. LaVigne

Local Building Inspector
Daniel P. Walsh
John Rosenfeld (sub)
David Berg (sub)

Inspector of Wiring
Ernest J. Hohengasser
James Trudeau (sub)
Harold Weeks (sub)
Richard Greaves (sub)

Inspector of Plumbing and Gas
Andrew Brown
Robert Hauptman (sub)
Tim Sullivan (sub)

Code Enforcement Officer
Paul Miller

Deputy Custodian of Buildings and Grounds
David L. Scahill

Measurer of Bark and Wood
Arthur Coughlin

Sealer of Weights and Measures
John J. Gill

Data Processing Advisory Board
Irwin Weiss, Chairman
Carl F. Valente
Charles J. Barbagallo
Donald C. Brock
John R. Allison
Robert W. Burke
Matthew J. Applestein

Registrars of Voters
John W. Day, Chairman
Barbara Doyle
Mary J. McCarthy
Theodora K. Eaton, ex-officio

Board of Appeals
William J. Tedoldi, Chairman
Michael A. Crowe
Jon D. Schneider
Susan Glazer (Associate)
Robert T. Smart, Jr. (Associate)

Conservation Commission
Roy A. Cramer, Chairman
Alan Brand
William C. Ely
John T. Lynch
John D. Marr, Jr
Lisa Standley

Solid Waste Disposal and Recycling Advisory Committee
Phillip M. Wiggin, Chairman
David Bellinger
Robert C. Davis
Sally B. Davis
William J. Fidurko
John Frankenthaler
Joan Johnson
David L. Klebanoff
Robert MacEwen
Barbara Popper
Katharine Steeger

Historical Commission
(Article 9, Special Town Meeting 10/76)
Elizabeth Rich, Chairman
Carol J. Boulris
Leslie G. Crumbaker
Norman A. Homsy
Dorothy D. Shearman

Annual Town Report Committee
Carl F. Valente
Jane A. Howard

Fair Housing Committee
Foster S. Crook, Chairman
Nina Ackerman
Louise V. Condon
Thomas Leary
Richard Gatto
Carl Zangerl-Salter
Eugene Arcand
John Wallace
Paul Killeen
Carl F. Valente

Cultural Council
Ellen Hunt
Trude Ide
Rita Minahan
Alice Spicer
Carla Steiger-Meister
Harriet D. Tippett
Karen Wood

Cable Television Advisory Board
Robert Bertsche
John Fountain
Siben Dasqupta
Arnold M. Goldstein
Deborah Katsiroubas
John J. Logan, Jr.
Walter McDonough
James Modena
Mary Kay Murray
James A. Simms
Jon Tamkin

Ad Hoc Insurance Committee
Margaret S. Hale, Chairman
Albert H. Shapiro
Niels H. Fischer
William H. Niblock, Jr.
Arthur C. Coughlin, Jr.
Paul Winnick

Stephen Palmer Rent Review and Tenan
Selection Committee
Gary Petrini
James Sandberg
Ronald L. Morrison
Robert T. Heald

Elm Bank Steering Committee
Norman P. Jacques
Joanne Hull Roth
Kenneth Monteith

Elm Bank MEPA Advisory Committee
William T. Cunningham
Jay E.Kaplan

Housing Partnership Committee
Sally B. Davis
John Donoran
Mary E. Dunlavey
Susan M. Glazer
Stephen Merritt
Alfred J. Murphy
Mary Shea Pyne

Commission on Disabilities
Janice Kushner, Co-Chair
Elaine Saunders, Co-Chair
Alfred Coren
Adrienne S. Dey
Gertrude Farnham
Maureen T. Gallagher
James A. Mayo
Richard Nichol
Carl F. Valente

ical and Biological Sciences Committee
icle 53, 1992)
yDilys S. Anderson
id Bellinger
drew Bogdan
mas Fuller
n D. Genova
rey Kleiman
: D. Leskowitz
ert T. Smart, Jr.
n Silverstein
r Valberg

er and Sewer Rate Structure Committee
ard Coleman
l Cooley
n D. Marr, Jr.
ald Rovner
ley Stanzin
nie Tower

er Enterprise Fund Committee
d Devine, Chairman
y Smith
l Attridge
ald Ruth
cesco DeVito
thia Chaston
rge H. Hoffmeister, Jr.
F. Valente (ex-officio)

OINTED BY THE MODERATOR

ce Committee
O'Connor, Chairman
thew J. Applestein
thia Chaston
reen Corcoran
ert D. Friedman
mas H. Hannigan
es G. Healy
M. Hession
iam J. Miles

onnel Board
ard Creem, Chairman
lon D. Riedell
es W. Bucking
nele McQuillen

OINTED BY THE ELECTED AND OINTED BOARDS

rintendent of Schools
erick J. Tirrell

ning Director
Newman

and Recreation Director
y A. White

ary Director
MacFate

inistrative Asssessor
s C. Weidenfeller

tor of Public Health
eric L. Cantor

utive Director, Council on Aging
L. Hartstein

tor of Youth Services
nas J. Engelman

tant Town Clerk
se MacLean

ributory Retirement Board
er vote of Town 11/3/36)
n Poness, Chairman by Selectmen
rrison Sillesky by members of the Retirement Board
nas A. Welch II by vote of employees and retirees

cil on Aging
a Jean Brown by Library Trustees
am T. Burke by Selectmen
beth Casey by Board of Health
is D. Dettman by Selectmen
i J. Farnham by Housing Authority
n K. Hicks by Selectmen
C. Lyons by Selectmen
n D. McIver by Selectmen
eth Monteith by Selectmen
rd A. Pelletier by Park and Recreation
Nine Silverstein by School Department
Betsy M. Tedoldi by Selectmen

Future School Needs Committee
(Article 62, 1950 last continued by Article 58, 1994)
James Lamenzo, Chairman by Moderator
Mary Riddell by League of Women Voters
Rite Minahan by Moderator
Loretta O'Grady by PTC Presidents Council
Jill Owens by Selectmen
Barbara Gillmeister by School Committee
Roger Toran by Planning Board

Youth Commission
(Article 49, 1967)
Lori Friedman by Board of Selectmen
Barbara K. Popper, by Finance Committee
Colleen F. Schaller by Park and Recreation
Thomas Lambert by Police Chief
David A. McGuire by School Committee
Charlotte B. Sidell by Moderator
William Lundell by School Department
Melissa Hofeller by School Department

Transportation Committee
Duncan Allen, Chairman by Selectmen
Richard Creem by Selectmen
Jane A. Howard by Moderator
Neil O. Alper by Planning Board
William T. Noonan by Planning Board

Design Review Board
Joan Kutcher
William Grover
Stephen Tanner
Peter R. Hinden
Bradford S. Barnes
Paul K. Cooley
Patricia R. Davis

Buildings and Grounds Study Committee
(Article 35, 1991, last continued Article 60, 1994)
John F. Cusick
John W. Lebourveau
Keith McClelland
Nancy A. White
H. Phillip Garrity, Jr
Jack Kelly

Parking Facilities Study Committee
(Article 4, 1986 Special Town Meeting, last continued Article 61, 1994)
John D. Marr, Jr.
George Guinta
Kevin Kraska
James Glickman
Neil O. Alper

School Department Facilities Building Committee
(Article 37, 1991, last continued Article 41, 1994)
Thomas Alpert
Richard Davis
David G. Gerber
Thomas J. Houilihan
Caroline D. Murray
Frederick J. Tirrell
Roger P. Toran
Jacquelin Apsler
John D. Marr, Jr.

Community Center Study Committee
(Article 59, 1994)
Ted Owens, Chairman, by Selectmen
Shelley Hobson, by Selectmen
Patricia Carey, by Park and Recreation
Betsy Tedoldi, by Council on Aging
Charles Henderson, by Library Trustees
Helen Jursek, by Finance Committee
Jennifer Peck Fainberg, by School Committee

World War II Commemorative Committee
Carol J. Boulris, Chairman
Robert Bartholomew
John Dewey
Julius Fedel
Fr. Frank Garrity
Henry F. Hicks, Jr.
Norman A. Homsy
John J. Logan, Jr.
Ann MacFate
Ronald L. Morrison
Mary O'Brien
Jack O'Donnell
Paul O'Keefe
James Hugh Powers
Mark Quinzan
Emily Salaun
Joseph Sherman
Ronald Sockol

TOWN MEETING MEMBERS

Town Meeting Members at Large 1994

Davis, Sally B.	24 Coulton Park
Eaton, Theodora K.	51 Bonwood Road
Eldridge, David F., Jr.	44 Ellicott Street
Garrity, H. Phillip, Jr.	35 Highland Court
Brown, Roma Jean	30 Edgewater Lane
Killeen, Paul	66 Henderson Street
Sockol, Ron	100 Macldutosh Avenue
Marr, John D., Jr.	70 Greendale Avenue
Melick, Richard P.	15 16 Central Avenue
Sargent, James F.	43 Webster Street
Finnegan, Richard W.	16 Stockdale Road
Owens, Paul Theodore	98 Wilshire Park
Bellinger, David C.	19 Fair Oaks Park
Fainberg, Jennifer Peck	23 Lynn Road

PRECINCT A

1997

Christopher Z. Dobrowolski	153 Pine Grove Street
John D. Genova	11 Jennifer Circle
Richard D. Lempitski	23 River Park Street
Beverly E. Luskin	53 Wayne Road
Donald J. Newman	82 Noanett Road
Sylvia Shuman	29 Yale Road
Louise P. Swanson	20 Lakin Street
Carolyn M. Spiros	60 Wayne Road
George Tarallo	76 Ardmore Road

1996

Richard S. Creem	12 Gary Road
Kathryn L. D'addesio	210 Hillside Avenue
Paula R. Fantegrossi	49 Horace Street
Hertz N. Henkoff	52 Wayne Road
Ira A. Nagel	57 Noanett Road
Elsie Robinson	127 Noanett Road
Linda A. Rosenberg	30 Lynn Road
Irwin Silverstein	44 Reservoir Avenue
Turner, Paulette J.	34 Capt. Robert Cook Drive

1995

John P. Bleakney	38 River Park Street
Stephen Hamburger	33 Gould Street
Robert E. Hoban, Jr.	104 Hunnewell Street
Richard S. Luskin	53 Wayne Road
Blanche D. Randall	62 Noanett Road
Sydney Randall	62 Noanett Road
Michael W. Reardon	60 Horace Street
Herbert Robinson	127 Noanett Road
Doris O. Waldstein	20 Wayne Road

PRECINCT B

1997

Alfred S. Coren	113 Hunnwell Street
William E. Duncan	18 Pine Grove Street
Ethan F. Fener	40 Tanglewood Road
John L. Frankenthaler	33 Brookside Road
Walter E. Hobson	157 Brookside Road
Albert E. Mills	177 Jarvis Circle
Richard B. Remnitz	56 Pershing Road
John F. Whalen, Jr.	297 West Street
Richard B. Moody	22 Parish Road

1996

Mary Lou Evans	54 Clarke Road
Robert E. Evans	54 Clarke Road
Robert D. Friedman	20 Glendale Road
Susan M. Glazer	64 Booth Street
Joan M. Johnson	101 Clarke Circle
William L. Sweet	361 West Street
Harriet D. Tippett	78 Clarke Circle
Frederick Waldman	86 Damon Road
Gerald A. Wasserman	80 Rolling Lane

1995

Thomas M. Alpert	46 Pine Grove Street
Deborah H. Anastas	165 Brookside Road
Patricia A. Baker	639 Central Avenue
Trudi R. Ide	160 Brookside Road

Jason L. Levy	207 Rosemary Street
John M. O'Hara	18 Rolling Lane
Meredith P. Page	19 Glendale Road
A. Fay Remnitz	56 Pershing Road
John D. Woodley	95 Clarke Road

PRECINCT C

1997

Jan D. Campbell	461 Charles River Street
Eugene S. Ciolfi	70 Bonwood Road
Patrick J. Hyland	73 Stewart Road
Helen R. Jekowsky	530 High Rock Street
Daniel L. Lintz	71 Fuller Brook Avenue
David W. Lombard	44 Colonial Road
Mary J.P. O'Brien	27 Carol Road
Mertina L. Scharback	94 Oxbow Road
Jonathan D. Tamkin	60 Bonwood Road

1996

Russell S. Broad, Jr.	94 Mayflower Road
Laurence G. Eaton	51 Bonwood Road
Kathleen R. McIntosh	61 Fuller Brook Avenue
Andrew J. Oliveri	93 Mayflower Road
Sheila G. Pransky	100 Mayflower Road
Lois Sockol	100 Mackintosh Avenue
Sarah Ann Toran	945 Central Avenue
Kurt H. Wulff	486 Grove Street
Michael J. Shields	11 Gary Street

1995

Patricia Berkey Boyd	529 High Rock Street
John H. Cogswell	1479 Great Plain Avenue
Stanton H. Davis	54 Mackintosh Avenue
William H. Dugan, Jr.	29 Pine Street
Judith S. Lebow	73 Mackintosh Avenue
Daniel P. Messing	1725 Great Plain Avenue
Rita A. Russian	39 Alden Road
Linda A. Shaughnessy	37 Standish Road
Joseph H. Silverman	57 North Hill Avenue

PRECINCT D

1997

Matthew J. Appelstein	15 Fairview Road
Karl H. Clauset, Jr.	69 Sylvan Road
Cynthia L. Conturie	96 Robinwood Avenue
Roger B. Hunt	969 South Street
Christina W. Millet	623 Chestnut Street
Michael J. O'Leary, Jr.	284 Marked Tree Road
Joseph Pitts	182 Marked Tree Road
Robert Todd Pratt	81 Sylvan Road
Thomas F. Soisson	128 Maple Street

1996

Carol Johnson Boulris	203 Country Way
Jonathan M. Davis	392 Country Way
Paul Killeen	66 Henderson Street
Christine H. Miara	36 Marked Tree Road
Madeline A. Page	18 Maple Terrace
Sally B. Powers	47 Scott Road
Willam M. Powers	47 Scott Road

1995

Joan E. Adams	1206 Great Plain Avenue
Bradford S. Barnes	210 Charles River Street
Cynthia A. Ganung	86 Barrett Street
Elizabeth B. Kloss	1200 Great Plain Avenue
Kathleen M. Lewis	99 Linden Street
Richard L. Malconian	128 Country Way
Ronald L. Morrison	110 Country Way
Maribeth Wadman	267 High Rock Street
Diane S. Webber	44 Oakcrest Road

PRECINCT E

1997

Mary Jane Baker	914 Webster Street
Frederick E. Barstow	86 Livingston Circle
Cynthia J. Chaston	119 Fox Hill Road
John P. Connelly	40 Green Street
Barbara E. Gillmeister	88 South Street
Linda J. Novak	20 Old Farm Road
Gary J. Uhl	16 Emerson Place
Andrea Jan Wizer	7 Emerson Road

1996

Robert C. Davis	24 Coulton Park
David L. Gillmeister	88 South Street
Nancy Winbury Griffith	179 South Street
Jane A. Howard	119 Green Street
Maryruth Perras	42 Oakhurst Circle
Susan R. Posner	146 South Street
Philip V. Robey	12 Fletcher Road
David Summergrad	62 Green Street

1995

Lawrence R. Cummings	27 South Street
Ann Dermarderosian	130 Fox Hill Road
Mary H. Dickert	141 Edgewater Drive
Edmund V. Donnelly	160 Great Plain Avenue
Linda J. George	110 South Street
Jeffrey Kleiman	103 Lawton Road
Carol A. Tracy	1087 Webster Street
Durda, Paul J.	149 Laurel Drive

PRECINCT F

1997

Meg Hale	48 Meadowbrook Road
Elizabeth M. Keil	43 Kingsbury Street
Edith B. Martin	21 Newell Avenue
Paul T. Milligan	22 Ware Road
Donnell F. O'Duggan	125 Meadowbrook Road
Deborah L. Roberts	95 Fair Oaks Park
Arthur M. Tiernan, Jr.	21 Warren Street
Deborah S. Winnick	12 Mallard Road

1996

Gilbert W. Cox, Jr.	49 Colonial Road
Kirsten D. Durbin	301 Nehoiden Street
Richard W. Gatto	17 Rosemary Strut
Thomas M. Harkins	24 May Street
Daniel P. Matthews	31 Rosemary Street
John F. Milligan	25 Blacksmith Drive
James Hugh Powers	263 Nehoiden Street

1995

Susan M. Anderson	93 Garden Street
Susan D. Baer	273 Nehoiden Street
Richard W. Davis	233 Nehoiden Street
Adrian E. Durbin	301 Nehoiden Street
Rita l. Minahan	15 Morton Street
John J. Naughton, Jr.	61 Warren Street
Gregory John Shesko	70 May Street
Sandra Balzer Tobin	26 Meadowbrook Road

PRECINCT G

1997

Richard DeMeis	126 Powers Street
Christian H. Fredericks, Jr.	25 Otis Street
Helen D. Jursek	45 Grant Street
Ronald W. Ruth	248 Warren Street
Marsha C. Salett	21 Eaton Road
Alan N. Thomas	81 Coolidge Avenue
Richard B. Weitzen	66 Eaton Road
Susan Welby	857 Webster Street

1996

Patricia B. Buckley	155 Fair Oaks Park
Frank S. Gallello	29 Howland Street
Margaret G. Murphy	34 Bradford Street
Caroline D. Murray	156 Fair Oaks Park
Paul O'Connor	108 Wilshire Park
Kathleen J, O'Keeffe	49 Coolidge Avenue
Jill E. Owens	98 Washire Park
Karl Heinz	132 Lincoln Street

1995

Susan W. Abbott	60 Otis Street
Robert T. Heald	86 Eaton Road
George L. Keleher	383 Manning Street
Mary Ann Oldfield	260 Warren Street
Barbara K. Popper	31 Wilshire Park
Sheila G. Pulver	24 Bradford Street
Frank E. Reardon	44 Sargent Street
Robert T. Smart, Jr.	25 Mayo Avenue

PRECINCT H

1997

Marena H. Burneit	75 Norwich Road
Michael E. Flanagan	196 Valley Road
Peter Friedenberg	42 Douglas Road
Ellen M. Grady	34 Whittier Road
Peter E. McElroy	24 Woodbury Drive
Gordon H. Piper	111 Dawson Drive
Elizabeth L. Rich	43 Rybury Hillway
Ellen A. Shapiro	787 Greendale Avenue

1996

Therese A. Buckley	42 Broad Meadow Ro
David F, Devine	141 Dawson Dri
Barbara Buckley Doyle	214 Elmwood Ro
Robert Y. Larsen	150 Tudor Ro
Marjorie M. Margolis	20 Mann Aven
Mark McDonough	173 Fairfield Stre
Peter J. Meade	1085 Greendale Aven
Edward B. Murphy	9 Grosvenor Ro

1995

Norman M. Bryden	131 Broad Meadow Ro
Nancy E. McCarthy	29 Sterling Ro
Caroline Q. McElroy	24 Woodbury Dri
Eugene S. McMorrow	22 De Francesco Cir
Eleanor Nutile	60 Tudor Ro
Leroy J. Nutile	60 Tudor Ro
John F. O'Rourke	50 Broad Meadow Ro
Barbara R. Wilmot	103 Hillcrest Ro

PRECINCT I

1997

Gerald R. Browne	242 Hillcrest Ro
Alan D. Burt	67 Washington Aven
Deborah J. Keefe	122 Lindbergh Aven
John W. Lebourveau	174 Washington Aven
Keith M. McClelland	110 Brookline Stre
Elaine E. Messias	38 Fairfax Ro
Maura O. Walsh	49 Colby Stre
Erna J.S. Place	38 Edgewood Stre

1996

Paul H. Attridge	59 Powers Stre
Elinor R. Devlin	45 Washington Aven
Claire Kroll Fusaro	57 Brookline Stre
David C. Gerber	3 Holmes Stre
Elizabeth A. Giles	188 Highgate Stre
Suzanne D. Hughes	6 Morningside Ro
Maureen T. McCaffrey	285 Manning Stre
Mary D. Quirk	56 Paul Revere Ro

1995

Neil O. Alper	245 Brookline Stre
Janet P. Bigelow	144 Washington Aven
Susan M. Burt	67 Washington Aven
Robert E. Chase	74 Washington Aven
John W. Day	35 Morley Stre
Paul F. Denver	7 Beaufort Aven
Diane Perry Matthews	204 Highgate Str
Michelle M. McQuillan	9 Holland Terr

PRECINCT J

1997

Susan B. Condon	409 Webster Str
Foster S. Crook	3 Thorpe Ro
Suzanne M. Doisneau	32 Hoover Ro
Robert A. Downs	51 Virginia Ro
Amy T. Goldman	73 Dunster Ro
Alfred L. Murphy	12 Mark Lee Ro
Margaret A. Tucker	419 Webster Str

1996

Thomas E. Caulfield	8 Virginia Ro
John F. Connell	61 Lexington Aven
Deborah A. Coyle	16 Lexington Aven
Jo-Ann Miles	9 Park Aven
William J. Miles	9 Park Aven
George F. Skinner	118 Manning Str
Betsy M. Tedoldi	68 High Str
Bonnie Jean Tower	55 Burnside Ro

1995

William R. Dermody	12 Concord Str
Jeanne Durkin Gerber	21 Manning Str
John J. Gill	36 Homestead P
Marcia C. Mather	179 Paul Revere R
Andrew Picariello	590 Highland Ave
Emily M. Salaun	101 Tower Ave
Lynne D. Stern	117 Hoover R
Laurel C. Zangerl-Salter	42 Lexington Ave

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SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

7:30 P.M.

MONDAY, NOVEMBER 1, 1993

NEWMAN SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Elementary School in said Town on

MONDAY, THE FIRST OF NOVEMBER, 1993

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: TRANSFER CARE, CUSTODY AND CONTROL OF GLOVER HOSPITAL

To see if the Town will vote to transfer the care, custody and control of the real estate owned by the Town that is presently under the care, custody and control of the Trustees of the Glover Memorial Hospital to the Board of Selectmen for general municipal purposes and for the purpose of disposing by sale or otherwise of all or part of the property; or to take any other action relative thereto.

INSERTED BY: Trustees of the Glover Memorial Hospital
FINANCE COMMITTEE RECOMMENDATION: Recommendation Deferred

ARTICLE 2: AMEND FISCAL YEAR 1994 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1993 Operating Budget, adopted under Article 13 at the 1993 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 4: **AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION**

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule, effective July 1, 1993; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at lease fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 12th day of October 1993.

John D. Marr, Jr., Chairman
David F. Eldridge, Jr.
H. Phillip Garrity, Jr.
Sally B. Davis
Paul Theodore Owens

Selectmen of Needham

A TRUE COPY

Attest:

Constable
Andrew G. Carson

Town Clerk's Office
Needham, Mass. 02192

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

MASSACHUSETTS

1994 ANNUAL

TOWN MEETING WARRANT

with

RECOMMENDATIONS

of

THE FINANCE COMMITTEE

****

BOARD OF SELECTMEN'S

FY 95-99 CAPITAL IMPROVEMENT PLAN SUMMARY

* * * *

ANNUAL REPORTS OF:

FINANCE COMMITTEE

PUBLIC WORKS DEPARTMENT

PLANNING BOARD

* * * *

ELECTION....Monday, April 11, 1994

Business Meeting at 7:30 P.M. on Monday, May 2, 1994

at the Newman School

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THE 83rd ANNUAL REPORT OF THE FINANCE COMMITTEE

Fellow Citizens of Needham:

The Finance Committee is pleased to provide this annual report on the Town of Needham's fiscal status. Under Massachusetts law, the Finance Committee is authorized to "consider any and all municipal questions for the purpose of making requests or recommendations to the town," and the Finance Committee is responsible for submitting a budget at the Annual Town Meeting. See Mass. Gen. Laws c. 39 § 16. Throughout this past year, the Finance Committee has considered many municipal questions and problems so that we would be in a position to make sensible and informed recommendations to the Town as a whole. We believe the Finance Committee's ability to make meaningful, reasoned, and sometimes unpopular recommendations is enhanced by the fact that we act not as politicians with a constituency, but simply as fellow taxpayers and residents who are interested in preserving Needham's fiscal health so that our Town may thrive.

Since our 1993 Annual Town Meeting, there have been a number of developments that have had a direct and substantial impact on our Town's finances. For example, steps have been taken to sever Glover Memorial Hospital from Town ownership. The new Education Reform Law has taken effect and, in addition to effecting drastic changes in school operations, the law imposes a new framework for examining the adequacy of funding directed to education, as well as calculating state education aid. Moreover, the total amount of state aid received by Needham increased slightly in FY 1994, though it is still below FY 1991 levels. And, finally, the economy, on both a state and local level, showed some signs of recovery. With these and other factors in mind, the Finance Committee began planning for FY 1995 with some guarded optimism.

Fiscal Year 1995 Operating Budget

During the budget process, we assumed that the Town would have approximately $53,000,000 in revenue available for appropriation. While in previous years we had demanded that Town boards and departments submit level-funded budgets for our review, this year we instructed Town Department Heads to prepare and submit budgets that incorporated mandatory step and longevity pay increases for employees, but kept all other expenses unchanged. We also asked each department to detail any additional needs they may have in the event that some augmentation of their budgets was possible. After all budgets were submitted, the Finance Committee was confronted with the task of reducing the overall requested budget by over $500,000 to balance projected expenditures with projected revenues.

The operating budget set forth in the Annual Town Meeting Warrant reflects the considered judgment of the Finance Committee. We firmly believe that the recommended budget allows for the continuation of the high level of service that was delivered by all town departments in the previous year. In addition, where possible, we have recommended budget increases that will enhance the ability of some departments to serve the residents of Needham. For example, we have recommended the continued funding of an assistant superintendent in each of the water and sewer divisions of the Department of Public Works. We have also recommended the continued funding for an additional inspector position in the Building Department that was added during the November 1993 Special Town Meeting. Funding for a recording secretary and graduate student intern in the Planning Department has been recommended, as well as expanded hours (from one-quarter time to half-time) for the Conservation Commission's compliance officer. In addition, we have recommended funding for a part-time clerical employee in the Youth Commission to allow the Commission's professionals more time to perform their counseling services. It is the Finance Committee's hope that these relatively modest additional expenditures will, in the long-term, pay dividends to the citizens of Needham in the form of more efficient and responsive town services.

Without question, the department that enjoys the largest recommended budget increase is the School Department. The recommended education budget for FY 1995 includes a 6.6% increase over last year, or a $1,372,641 increase in the School Department's operating budget. To view this increase in context, it should be noted that the total percentage increase for all department budgets was 3.38%. The increase recommended by the Finance Committee is comprised of the entire amount requested by the schools for existing salary expenses, as well as new collective bargaining agreements. The recommended budget also incorporates the entire amount sought by the schools to accommodate new enrollment projected for

FY 1995, as well as the entire amount requested by the schools to adjust their budget to accommodate historically under-budgeted expenditures including transportation and supplies. Based upon the information supplied to the Finance Committee by the schools, an appropriation in the amount recommended by the Finance Committee would not result in the elimination of any existing programs or a reduction in the level of service that has been delivered by Needham's educators.

In sum, the Finance Committee believes that the operating budget submitted for Town Meeting's review is a fair and reasonable proposal under all the circumstances. Though we were fortunate to enjoy somewhat better revenue growth this past year, we continue to be cautious. We are ever mindful of the fact that Townwide expenses -- expenses over which the Town has very little control, such as our MWRA assessment -- continue to grow at an alarming rate. This year, Townwide expenses are projected to increase 8.9%, or by $1,199,749 to a total of $14,674,819, just under 28% of the Town's operating budget.

Capital Budget and Capital Improvement Plan

As in past years, the Finance Committee reviewed a proposed Capital Budget for FY 1995, which represents the first year of Needham's five-year Capital Improvement Plan. The proposed Capital Budget is prepared by the Board of Selectmen and Town Administrator and then submitted to the Finance Committee for its review. Three Finance Committee members monitored the hearings, through which the capital proposals were compiled. After receiving the capital proposal, the Finance Committee held its own hearings at which specific projects were discussed with department heads and other Town officials.

After reviewing the proposals submitted by the Board of Selectmen, the Finance Committee has recommended that certain projects be approved by Town Meeting for funding through operating revenues, bonding within our tax levy, and bonding through dedicated revenue such as landfill or water and sewer fees. We have also recommended that some projects not be approved for FY 1995. The Finance Committee's recommendations are based upon our continuing concern over the amount of debt assumed by the Town and its taxpayers each year. In addition, we are concerned about the capacity of Town departments to implement proposed or existing capital projects on a schedule that is consistent with the five-year Capital Plan.

One change implemented this year in the Capital Plan at the request of the Finance Committee is the way in which new equipment purchases for the Department of Public Works (DPW) are reviewed. In previous years, DPW equipment was replaced on the basis of a predetermined schedule and the funding required to purchase new equipment was included within the total DPW operating budget. In FY 1994, for example, $305,374 of the DPW budget was used for the purchase of various pieces of heavy equipment and trucks. This year, however, the Finance Committee asked that any heavy equipment and truck purchases requested by DPW be submitted separately and reviewed individually through the capital budgeting process. Our objective was to review the merits of each proposed purchase so that a reasoned, rather than automatic judgment may be made on each piece of equipment. Moreover, by conducting an individualized review, our scrutiny of large equipment purchases for DPW is consistent with that applied to similar requests from other Town departments.

The capital planning process is a critical component of Needham's finances. The Town will preserve its fiscal health only through strict capital expenditure controls and rational debt management policies. While the current capital planning system has been a giant leap forward for Needham, the Finance Committee is cognizant of the fact that other towns do more. Towns such as Wellesley and Plymouth have taken advantage of a Massachusetts law, M.G.L. c. 41, § 106B, and created separate Capital Planning Committees. Like the Finance Committee, these committees are comprised of volunteers who are responsible for reviewing the proposed capital improvement program and making recommendations to the town. At a time when the short-term and long-term impact of capital projects funded through the tax levy, debt exclusion overrides, and fees should be of increasing concern to the Town and its taxpayers, a Capital Planning Committee would allow time, energy, and expertise to be focused exclusively on capital planning. Accordingly, it is the opinion of the Finance Committee that the creation of a Capital Planning Committee in Needham is an idea that warrants serious study.

Stabilization Fund

The Stabilization fund, re-established two years ago, serves a critically important function for the Town. Revenues placed in the Stabilization fund are available for expenditure on emergency projects of a capital nature upon a two-thirds vote of Town Meeting. The Stabilization fund serves another important function in that it represents Needham's commitment to prudent financial planning.

The Stabilization fund has already generated benefits for the Town. When the Town issued general obligation bonds n September of 1993, Moody's Investors Service, Inc. assigned its coveted Aa rating to the bond issue citing, among other easons, "[a] healthy stabilization fund, which may be utilized for any lawful and legal purpose with proper authorization nhances financial flexibility in light of Proposition 2 1/2 restraints." The Town's Aa rating -- the second highest available -- nakes Needham bonds more attractive to investors and reduces the costs associated with bonding because the interest rate to e paid on the bonds is lower.

The Finance Committee unanimously and vigorously recommends the preservation and continued enhancement of Needham's Stabilization fund. For FY 1995, the Finance Committee is recommending a $200,000 appropriation to this fund s the next step toward the Committee's goal of a Stabilization fund that represents approximately 2% of our total budget. While we are still well short of this goal, we believe it is imperative that the Town resist the temptation to spend all of its vailable funds and, instead, maintain Needham's demonstrated commitment to prudent, long-term financial planning.

Glover Memorial Hospital

During the past year, steps were taken to sever Glover Memorial Hospital from the Town through a sale to Deaconess Hospital. Two Finance Committee representatives have participated in the process. While a final resolution of this issue has et to be achieved, the Finance Committee supports the efforts that are evolving to remove the Town from the risks associated vith hospital ownership in the 1990's and maximize the value achieved through the sale of Glover while at the same time nsuring that the services of an acute care hospital remain available in Needham and the favorable economic climate created by ne hospital's activities is preserved.

Conclusion

While overall economic conditions appear to be brightening, the next ten years will continue to present challenges in ne area of municipal finance. Moreover, though the economy may be improving, the overall burden placed on the Needham axpayer in the form of taxes, fees, and overrides should be of concern to all of us. Needham must continue its efforts to be a vell managed, efficient, and cost-effective municipality in the face of challenges yet to come. In the immediate and ot-too-distant future, the Town will be confronted with large capital projects such as the closure of the landfill and more chool building renovations. These projects, coupled with the increasing demands for town services, require the continuation f financial management which has as its goals the long-term interests of the entire Town and the delivery of maximum value the taxpayer at the least possible cost. Achieving these goals will require prudent financial planning, strict cost controls, nd most importantly, the courage and ability to say "no" to some expenditures when the easier answer is "yes." The Finance ommittee is confident that given the professionalism that has been demonstrated by Needham's elected and appointed fficials, as well as our Town employees, and the continued exercise of good judgment by our Town Meeting, Needham will e well equipped to meet the challenges that lie ahead.

The Finance Committee wishes to express its appreciation to the Board of Selectmen and other Town officials and nployees with whom we have worked this past year. We also appreciate the comments and suggestions we receive roughout the year from interested residents. Working together, we are confident that Needham faces a bright future.

Respectfully submitted,

Michael K. Fee, Chairman
Matthew Appelstein, Vice Chairman
ynthia J. Chaston
obert D. Friedman
mes G. Healy

William J. Miles
Paul O'Connor
Joseph V. Vicidomino
Gerard G. Sullivan,
Executive Secretary

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17.	31	Fund Collective Bargaining Agreement - Police Superior Officers Association	Board of Selectmen
18.	31	Fund Collective Bargaining Agreement - DPW - NAGE	Board of Selectmen
19.	31	Fund Collective Bargaining Agreement - Independent Town Workers Association	Board of Selectmen
20.	31	Fund Collective Bargaining Agreement - International Association of Fire Fighters, Local 1706	Board of Selectmen
		FINANCE/BUDGET ARTICLES	
21.	32	Appropriate the FY 95 Operating Budget	Finance Committee
22.	32	Establish Revolving Fund - School Busing	School Committee
23.	32	Establish Revolving Fund - School Building User Fees	School Committee
24.	33	Accept MGL Chapter 40, Section 3 (School Rental Funds)	School Committee
25.	33	Accept MGL Chapter 71 Section 83 of the Acts of 1993 (Early Retirement for School Teachers)	School Committee
26.	33	Establish Revolving Fund - Memorial Park	Memorial Park Trustees
27.	34	Continue Revolving Fund - Local Transportation	Board of Selectmen

Article	Page	Descriptive Title	Inserted by:
28.	34	Continue Revolving Fund - Yard Waste Processing Program	Board of Selectmen
29.	34	Accept MGL Chapter 73, Section 4 of the Acts of 1986 (Increase Property Tax Exemption)	Board of Selectmen
30.	35	Accept MGL Chapter 44, Section 53F 1/2, Water Use Enterprise Fund	Board of Selectmen
31.	35	Accept MGL Chapter 44, Section 53F 1/2, Sewer Use Enterprise Fund	Board of Selectmen
32.	35	Enter Into Recycling Contract	Board of Selectmen
33.	35	Appropriate for Hazardous Waste Collection Day	Board of Selectmen/ Board of Health
34.	35	Transfer of Undesignated Fund Balance (Free Cash)	Finance Committee
		CAPITAL IMPROVEMENT BUDGET ARTICLES	
35.	36	Appropriate for Optical Scan Voting System	Board of Selectmen
36.	36	Appropriate for ADA Building Alterations at DPW	Board of Selectmen
37.	36	Appropriate for ADA Required Sidewalk Ramps	Board of Selectmen
38.	36	Appropriate for School Zone Traffic Improvements	Board of Selectmen
39.	36	Appropriate for Landfill Compactor Replacement	Board of Selectmen
40.	36	Appropriate for Sewer System Rehabilitation	Board of Selectmen
41.	36	Appropriate for Storm Drainage Improvements	Board of Selectmen
42.	37	Appropriate for Cooks Bridge Pump Station/Generator	Board of Selectmen
43.	37	Appropriate for Water System Rehabilitation	Board of Selectmen
44.	37	Appropriate for Solid Waste Transfer Trailer	Board of Selectmen
45.	37	Appropriate for Recycling Expansion (Phase 2)	Board of Selectmen
46.	37	Appropriate for Solid Waste Transfer Building	Board of Selectmen
47.	37	Appropriate for High School ADA Alterations	Board of Selectmen
48.	38	Appropriate for Mitchell School ADA Alterations	Board of Selectmen
49.	38	Appropriate for Fire Department Engine 3/Ladder 1 Rehab.	Board of Selectmen
50.	38	Appropriate for Rosemary Pool Sandblasting	Board of Selectmen
51.	38	Appropriate for Traffic Signal Replacement	Board of Selectmen
52.	38	Appropriate School Sidewalk Reconstruction	Board of Selectmen
53.	38	Appropriate for DPW Equipment Replacement	Board of Selectmen
54.	38	Appropriate for Newman School Renovations	Board of Selectmen/ School Committee
		AMEND GENERAL BY-LAWS	
55.	39	Amend General By-Laws - Section 3.6.1 (Width of Fire Lanes)	Board of Selectmen
56.	39	Amend General By-Laws - Section 3.1.9. and 10.2.2.3 (Obstruction of Sidewalks)	Board of Selectmen

Article	Page	Descriptive Title	Inserted By:
57.	39	Amend General By-Laws - Section 3.1.10 (Consumption of Alcoholic Beverages)	Board of Selectmen
58.	40	Amend General By-Laws 2.7.3 (Future School Needs Committee)	Future School Needs Committee
		TOWN MEETING COMMITTEES	
59.	40	Establish Community Center Study Committee	Board of Selectmen
60.	40	Continue Buildings and Grounds Study Committee	Building and Grounds Study Committee
61.	40	Continue Parking Facilities Study Committee	Parking Facilities Study Committee
62.	41	Continue School Safety Study Committee	School Safety Study Committee
63.	41	Continue School Department Facilities Building Committee	School Department Facilities Building Committee
64.	41	Continue Environmental Zoning Committee	Board of Selectmen
65.	41	Continue Solid Waste Disposal/Recycling Advisory Committee	Solid Waste Disposal/ Recycling Advisory Committee
66.	41	Omnibus Article	Board of Selectmen

REVENUE SUMMARY: FY 93 - 95

	ACTUAL RECEIPTS FY 93	ESTIMATED RECEIPTS FY 94	PROJECTED RECEIPTS FY 95
RECEIPTS:			
Motor Vehicle Excise	2,344,757	1,900,000	2,250,000
Sewer Charges	3,742,802	4,019,000	4,518,652
Water Charges	1,330,967	1,309,000	1,494,237
Trash Disposal Charges	369,552	370,000	450,000
Recreation	218,637	220,000	227,800
Licenses & Permits	472,992	425,000	450,000
Special Assessments	21,215	20,000	20,000
Fines & Forfeits	151,510	150,000	150,000
Investment Income	461,994	380,000	400,000
Hotel Tax	207,157	150,000	175,000
Hospital "Overhead" Payments	1,850,915	1,550,000	1,680,000
Other Receipts	185,804	85,000	85,000
MBTA Commuter Parking	109,290	85,000	95,000
Penalties and Interest	151,527	125,000	150,000
In Lieu of Taxes	33,930	35,000	50,000
Charges for Services	148,243	120,000	145,000
Fees	162,916	135,000	160,000
Library Charges	37,773	35,000	35,000
Rentals	33,320	33,000	33,000
Other - FEMA Reimb	0	163,000	0
SUB-TOTAL	12,035,301	11,309,000	12,568,689
REVENUE:			
Real & Personal Property Tax Levy	35,378,588	36,564,052	37,598,154
Cherry Sheet Receipts	2,983,000	3,229,821	3,274,391
SUB-TOTAL	38,361,720	39,793,873	40,872,545
RESERVES:			
Undesignated Fund Balance (Free Cash)	747,000	1,435,000	1,561,378
Reserved for Appropriation	55,000	55,000	55,000
Overlay Surplus	0	0	0
Sale of Assets	5,000	0	0
Other	0	30,000	0
SUB-TOTAL	807,000	1,520,000	1,616,378
TOTAL REVENUE	**51,204,021**	**52,622,873**	**55,057,612**
LESS:			
Overlay (reserve for abatements)	-450,000	-798,333	-500,000
Cherry Sheet Offsets	-749,953	-431,945	-450,000
Cherry Sheet Assessments	-946,528	-949,522	-994,000
Snow Deficit	0	-132,678	0
AVAILABLE FOR APPROPRIATION:	**49,057,540**	**50,310,395**	**53,113,612**
OTHER RESERVES APPROPRIATED	**560,000**	**363,000**	**0**

SUMMARY: FY 93 - FY 95 OPERATING BUDGET

	EXPENDED FY 93	APPROPRIATED FY 94	RECOMMENDED FY95
TOWNWIDE EXPENSES (27.85%)	11,683,329	13,475,070	14,674,819
DEPARTMENT BUDGETS:			
Board Of Selectmen	452,577	495,622	514,160
Town Clerk	164,688	150,632	171,398
Legal	208,250	169,956	170,401
Personnel Board	734	1,067	1,067
Assessors	215,236	220,211	226,444
Finance	1,014,628	1,020,997	998,633
Finance Committee	12,588	689,221	572,868
Contributory Retirement	44,400	47,233	49,111
Education	19,718,028	20,728,720	22,101,361
Police	2,745,870	2,759,575	2,806,131
Fire	3,296,835	3,368,028	3,408,151
Civil Defense	16,723	18,000	18,000
Building	143,566	160,002	164,162
Sealer of Weights & Measures	9,070	9,485	9,560
Department of Public Works	5,098,275	5,154,138	4,912,226
Board of Health	266,930	301,105	308,333
Veterans Services	90,429	87,920	78,066
Youth Commission	75,935	103,869	113,658
Council On Aging	123,075	145,041	162,645
Commission on Disabilities	466	513	513
Planning Board	74,589	92,774	87,845
Conservation Commission	10,254	10,887	17,917
Board of Appeals	8,315	8,553	8,650
Historical Commission	466	513	513
Library	696,334	729,645	774,307
Park & Recreation	290,669	305,186	341,371
Memorial Park	454	615	600
DEPARTMENT BUDGETS (72.15%)	**35,007,068**	**36,776,507**	**38,018,091**
Special Articles	471,000	115,000	220,702
Appropriate to Stabilization Fund			200,000
TOTAL OPERATING BUDGET:	**45,358,526**	**50,307,357**	**53,113,612**

OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 1995

Submitted by the Finance Committee

GENERAL NOTE: Fiscal year 1993 Expended column and fiscal year 1994 Appropriated column have been restated to reflect the consolidated expense request grouping for fiscal year 1995.

		EXPENDED FY 93	APPRO-PRIATED FY 94	RECOM-MENDED FY 95	AMENDMENT
TOWNWIDE EXPENSES (27.85 % of Budget Total)					
010	Street lighting	360,242	390,000	380,000	
011	Garbage collection	95,520	94,000	98,000	
012	Insurance, general	541,813	562,170	565,000	
013	Health insurance	3,433,050	3,980,000	4,185,000	
014	Worker's compensation	487,600	450,000	450,000	
015	Prop. self insurance	12,000	12,000	15,000	
016	Unif. serv. self insurance	92,786	85,000	90,000	
017	Unemployment compensation	25,969	30,000	30,000	
018	Maturing bonds	829,944	785,327	1,150,160	
019	Bond interest	180,171	314,000	418,092	
020	Contributory retirement	2,892,323	2,892,324	2,900,388	
021	Chapter 32 retirement	185,657	210,000	200,000	
022	MWRA sewer assessment	2,930,600	3,026,398	3,465,250	
023	MWRA water assessment	93,806	77,263	120,000	
024	Minuteman Voc. assessment	487,324	481,588	522,929	
025	Commuter Parking	84,825	85,000	85,000	
TOTAL: TOWNWIDE EXP.		**11,683,329**	**13,475,070**	**14,674,819**	
GENERAL GOVERNMENT (1.63% of Budget Total)					
BOARD OF SELECTMEN:					
101	Salaries	279,726	312,664	329,902	
102	Purchase of service	146,547	153,708	149,908	
103	Expenses	21,304	21,250	24,350	
104	Capital outlay	5,000	5,000	10,000	
	TOTAL	452,577	495,622	514,160	
TOWN CLERK/BOARD OF REGISTRARS					
105	Salaries	121,620	124,152	124,128	
106	Purchase of service	23,022	16,515	22,870	
107	Expenses	3,059	3,465	3,475	
108	Capital outlay	0	0	0	
109	Tellers / Canvassers / Details	16,987	6,500	20,925	
	TOTAL	164,688	150,632	171,398	

		EXPENDED FY 93	APPRO-PRIATED FY 94	RECOM-MENDED FY 95	AMENDMENT
GENERAL GOVERNMENT (Continued)					
LEGAL:					
110	Salaries	43,638	44,956	45,401	
111	Special fees	163,000	120,000	120,000	
112	Expenses	1,612	5,000	5,000	
	TOTAL	208,250	169,956	170,401	
PERSONNEL BOARD:					
113	Salaries	734	1,067	1,067	
	TOTAL	734	1,067	1,067	
TOTAL: GENERAL GOVERNMENT		**826,249**	**814,277**	**857,026**	
FINANCE (3.51% of Budget Total)					
ASSESSORS:					
201	Salaries	170,874	183,711	185,444	
202	Purchase of service	35,925	25,000	25,000	
203	Expenses	8,437	11,500	15,000	
204	Capital outlay	0	0	1,000	
	TOTAL	215,236	220,211	226,444	
FINANCE DEPARTMENT:					
205	Salaries	499,684	544,687	546,043	
206	Purchase of service	446,004	398,200	348,780	
207	Expenses	68,090	77,260	82,460	
208	Capital outlay	850	850	21,350	
	TOTAL	1,014,628	1,020,997	998,633	
FINANCE COMMITTEE:					
209	Salaries	12,150	12,394	12,518	
210	Expenses	438	350	350	
211	Reserve fund	0	676,477	560,000	
	TOTAL	12,588	689,221	572,868	
CONTRIBUTORY RETIREMENT:					
212	Salaries	40,945	42,633	44,511	
213	Purchase of service	1,280	1,200	1,200	
214	Expenses	2,175	3,400	3,400	
	TOTAL	44,400	47,233	49,111	
TOTAL: FINANCE		**1,286,852**	**1,977,662**	**1,847,056**	

		EXPENDED FY 93	APPRO-PRIATED FY 94	RECOM-MENDED FY 95	AMENDMENT
EDUCATION (41.94% of Budget Total)					
EDUCATION:					
301	Salaries	16,248,549	16,953,270		
302	Purchase of Service	2,624,470	2,767,628		
303	Expenses	680,272	719,162		
304	Capital outlay	164,737	288,660		
TOTAL: EDUCATION		**19,718,028**	**20,728,720**	**22,101,361**	
PUBLIC SAFETY (12.16% of Budget Total)					
POLICE:					
	Salaries-regular	2,005,895	2,118,008	2,169,609	
	Salaries-overtime	438,973	344,287	344,287	
401	Total Salaries	2,444,868	2,462,294	2,513,896	
402	Purchase of service	70,515	78,589	80,783	
403	Expenses	145,702	132,891	141,642	
404	Capital outlay	84,785	85,800	69,800	
	TOTAL	2,745,870	2,759,575	2,806,131	
FIRE:					
	Salaries-regular	2,410,340	2,520,048	2,509,671	
	Salaries-overtime	508,719	445,000	445,000	
	Education/Career incentive	25,022	33,500	30,000	
	In-service training	94,756	97,000	105,000	
	Salaries o/t alarm div.	7,268	8,000	8,000	
405	Total Salaries	3,046,105	3,103,548	3,097,671	
406	Purchase of service	98,475	102,225	101,515	
407	Expenses	152,255	152,255	162,265	
408	Capital outlay	0	10,000	46,700	
	TOTAL	3,296,835	3,368,028	3,408,151	
CIVIL DEFENSE:					
409	Salaries	3,000	3,000	3,000	
410	Purchase of Service	0	0	11,925	
411	Expenses	13,723	15,000	3,075	
	TOTAL	16,723	18,000	18,000	

		EXPENDED FY 93	APPRO-PRIATED FY 94	RECOM-MENDED FY 95	AMENDMENT
PUBLIC SAFETY (Continued)					
BUILDING:					
412	Salaries	137,361	154,797	158,957	
413	Purchase of service	880	880	880	
414	Expenses	3,325	4,325	4,325	
415	Capital outlay	2,000	0	0	
	TOTAL	143,566	160,002	164,162	
WEIGHTS & MEASURES:					
416	Salaries	7,434	7,583	7,658	
417	Purchase of Service	330	380	380	
418	Expenses	1,306	1,522	1,522	
	TOTAL	9,070	9,485	9,560	
TOTAL: PUBLIC SAFETY		**6,212,064**	**6,315,090**	**6,406,004**	
PUBLIC FACILITIES (9.32% of Budget Total)					
PUBLIC WORKS:					
501	Salaries	2,492,817	2,611,898	2,707,075	
502	Purchase of service	1,385,355	1,593,711	1,513,395	
503	Expenses	451,182	453,155	481,990	
504	Capital outlay	410,243	345,374	59,766	
505	Snow & emergency salary	132,287	60,000	60,000	
506	Snow & emergency expenses	226,391	90,000	90,000	
	TOTAL	5,098,275	5,154,138	4,912,226	
TOTAL: PUBLIC FACILITIES		**5,098,275**	**5,154,138**	**4,912,226**	
HUMAN SERVICES (1.26% of Budget Total)					
BOARD OF HEALTH:					
601	Salaries	182,174	201,114	206,342	
602	Purchase of service	77,518	89,441	91,441	
603	Expenses	7,238	10,550	10,550	
604	Capital outlay	0	0	0	
	TOTAL	266,930	301,105	308,333	

		EXPENDED FY 93	APPRO-PRIATED FY 94	RECOM-MENDED FY 95	AMENDMENT
HUMAN SERVICES (Continued)					
VETERANS' SERVICES:					
605	Salaries	37,017	40,945	33,866	
606	Expenses	2,029	3,300	3,200	
607	Benefits	51,383	41,000	41,000	
608	Expenses-parking clerk	0	2,675	0	
	TOTAL	90,429	87,920	78,066	
YOUTH COMMISSION:					
509	Salaries	73,666	99,374	108,868	
510	Expenses	2,269	4,495	4,790	
511	Capital outlay	0	0	0	
	TOTAL	75,935	103,869	113,658	
COUNCIL ON AGING:					
512	Salaries	117,705	139,671	145,825	
513	Purchase of service	1,097	950	11,400	
514	Expenses	3,023	3,170	3,570	
515	Capital outlay	1,250	1,250	1,850	
	TOTAL	123,075	145,041	162,645	
COMMISSION ON DISABILITIES:					
516	Expenses	466	513	513	
	TOTAL	466	513	513	
TOTAL: HUMAN SERVICES		**556,835**	**638,448**	**663,215**	
DEVELOPMENT (0.22% of Budget Total)					
PLANNING BOARD:					
701	Salaries	68,370	72,867	82,938	
702	Purchase of service	5,601	17,960	2,960	
703	Expenses	618	1,947	1,947	
704	Capital outlay	0	0	0	
	TOTAL	74,589	92,774	87,845	
CONSERVATION COMMISSION:					
705	Salaries	5,675	6,308	13,338	
706	Purchase of service	3,429	3,429	3,429	
707	Expenses	1,150	1,150	1,150	
708	Capital outlay	0	0	0	
	TOTAL	10,254	10,887	17,917	

		EXPENDED FY 93	APPRO-PRIATED FY 94	RECOM-MENDED FY 95	AMENDMENT
BOARD OF APPEALS:					
709	Salaries	4,769	5,303	5,100	
710	Expenses	3,546	3,250	3,550	
711	Capital outlay	0	0	0	
	TOTAL	8,315	8,553	8,650	
HISTORICAL COMMISSION:					
712	Expenses	466	513	513	
	TOTAL	466	513	513	
TOTAL: DEVELOPMENT		**93,624**	**112,727**	**114,925**	
CULTURAL AND LEISURE SERVICES (2.12% of Budget)					
LIBRARY:					
801	Salaries	508,734	536,545	556,257	
802	Purchase of service	70,950	71,500	70,500	
803	Books & Periodicals	100,000	91,700	100,000	
804	Expenses	16,650	16,650	17,650	
805	Capital outlay	0	13,250	29,900	
	TOTAL	696,334	729,645	774,307	
PARK & RECREATION					
806	Salaries	238,829	251,861	256,246	
807	Purchase of service	28,197	21,347	21,347	
808	Expenses	23,643	26,778	26,778	
809	Capital outlay	10,500	5,200	37,000	
	TOTAL	290,669	305,186	341,371	
MEMORIAL PARK:					
810	Expenses	454	615	600	
811	Capital outlay	0	0	0	
	TOTAL	454	615	600	
TOTAL: LEISURE & CULTURAL SERVICES		**987,457**	**1,035,446**	**1,116,278**	
GRAND TOTAL: DEPARTMENT BUDGETS		**45,358,526**	**50,307,357**	**52,692,910**	

DEBT RETIREMENT SCHEDULE (ISSUED)
(within levy limit)

Fiscal Year	Principal	Interest	Total Debt Payment	Debt End of Year
1993	$829,944	$186,647	$1,016,591	$3,487,947
1994	$791,560	$287,046	$1,078,606	$4,974,003
1995	**$888,060**	**$256,415**	**$1,144,475**	**$4,182,443**
1996	$883,059	$213,622	$1,096,681	$3,494,383
1997	$896,200	$173,997	$1,070,197	$2,811,324
1998	$755,595	$134,474	$890,069	$2,115,124
1999	$767,093	$100,052	$867,145	$1,559,529
2000	$449,762	$66,439	$516,201	$992,436
2001	$403,762	$47,935	$451,697	$692,674
2002	$392,762	$29,823	$422,585	$438,912
2003	$293,650	$14,165	$307,815	$196,150
2004	$156,250	$4,601	$160,851	$52,500
2005	$26,250	$656	$26,906	$26,250

DEBT RETIREMENT SCHEDULE (ISSUED)
(outside levy limit)

Fiscal Year	Principal	Interest	Total Debt Payment	Debt End of Year
1993	$1,545,056	$601,363	$2,146,419	$9,151,165
1994	$2,083,440	$828,036	2,911,476	14,050,109
1995	**$1,996,940**	**$629,220**	**$2,626,160**	**$11,966,669**
1996	$2,016,941	$511,372	$2,528,313	$9,969,669
1997	$2,038,800	$397,525	$2,436,325	$7,952,788
1998	$2,054,405	$281,473	$2,335,878	$5,913,988
1999	$1,027,907	$162,868	$1,190,775	$3,859,583
2000	$710,238	$111,301	$821,539	$2,831,676
2001	$746,238	$79,832	$826,070	$2,121,438
2002	$771,350	$45,994	$817,344	$1,375,200
2003	$456,350	$17,915	$474,165	$603,850
2004	$73,750	$5,439	$79,189	$147,500
2005	$73,750	$1,844	$75,594	$73,750

NEW FY95 CAPITAL PROJECTS

PROJECTS RECOMMENDED BY THE FINANCE COMMITTEE:

DEPARTMENT	PROJECT	FY 95 PROJECT COST	FIVE YEAR PROJECT COST	FUNDING SOURCE
Town Clerk	Voting System	80,000	80,000	General Fund-Bonding
DPW	Sidewalk Ramps	35,000	35,000	General Fund-Bonding
DPW	School Zone Traffic Imp.	50,000	50,000	General Fund-Bonding
DPW	Storm Drainage Imp.	30,000	150,000	Sewer Rates
DPW	Transfer Trailer	40,000	175,000	Landfill Fee
Fire	Equipment Rehab.	25,000	25,000	General Fund
Park & Rec.	Rosemary Pool	15,000	15,000	General Fund
DPW	Traffic Signal Replace.	40,000	40,000	General Fund
DPW	Sidewalk Repairs	50,000	50,000	General Fund
DPW	Equipment Replace.	90,702	2,416,438	General Fund
TOTAL		**455,702**	**3,036,438**	

PROJECTS DEFERRED BY THE FINANCE COMMITTEE UNTIL TOWN MEETING:

DEPARTMENT	PROJECT	FY95 PROJECT COST	FIVE YEAR PROJECT COST	FUNDING SOURCE
DPW	Building Alterations	350,000	350,000	General Fund-Bonding
DPW	Landfill Compactor	190,000	190,000	General Fund-Bonding
DPW	Sewer System Rehab.	600,000	1,250,000	Sewer Rates
DPW	Pump Station/Generator	70,000	70,000	Sewer Rates
DPW	Water System Rehab.	500,000	2,500,000	Water Rates
DPW	Solid Waste Transfer Bldg.	100,000	1,070,000	Landfill Fee
Schools	Mitchell School Ada Alter.	103,550	103,550	Stabilization Fund
Schools	Newman School Renovations	4,221,000	4,221,000	Bonding/Stab. Fund
TOTAL		**6,134,550**	**9,754,550**	

PROJECTS NOT RECOMMENDED BY THE FINANCE COMMITTEE FOR FY95 FUNDING:

DEPARTMENT	PROJECT	FY 95 PROJECT COST	FIVE YEAR PROJECT COST	FUNDING SOURCE
DPW	Recycling Expansion	112,000	112,000	Landfill Fee
Schools	High School ADA Alterations	308,850	308,850	Stabilization Fund
TOTAL		420,850	420,850	

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1992 - June 30, 1993

(Transfers have been summarized below by department. These amounts are included in the EXPENDED FY 1993 column of the Operating Budget section)

REQUESTS	AMOUNT
Police Overtime	$97,000
Legal Expense	75,000
Snow & Ice Salaries	17,000
Snow & Ice Expense	60,000
Veteran's Benefits Expense	20,000
Park & Recreation Expense	3,000
Health Purchase of Service	1,500
Board of Appeals	1,000
	$274,500

WARRANT FOR THE ANNUAL TOWN MEETING
MONDAY, APRIL 11, 1994
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School
Precinct B	-	Hillside School
Precinct C	-	Newman School
Precinct D	-	High Rock School
Precinct E	-	Pollard Middle School
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School
Precinct H	-	Broadmeadow School
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on MONDAY, THE ELEVENTH DAY OF APRIL, 1994

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectman for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
Two Trustees of Memorial Park for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for Two Years;
Two Members of Park and Recreation Commission for Three Years;
Nine Town Meeting Members from Precinct A for Three Years;
Nine Town Meeting Members from Precinct B for Three Years;
Nine Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for Two Years;
One Town Meeting Member from Precinct C for One Year;
Nine Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
One Town Meeting Member from Precinct F for One Year;
Eight Town Meeting Members from Precinct G for three years;
Eight Town Meeting Members from Precinct H for three years;
Eight Town Meeting Members from Precinct I for three years;
Eight Town Meeting Members from Precinct J for three years;
One Town Meeting Member from Precinct J for one year.

ARTICLE 2: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 1 - PROPOSITION 2 1/2 Debt Exclusion - Newman School Building

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so called, the amount required to pay for the bond issued in the principal amount not to exceed $3,900,000 in order to make extraordinary repairs and additions to the Newman School Building?"

AND at the Newman School in said Town on MONDAY, THE SECOND DAY OF MAY, 1994 AT 7:30 P.M.

ARTICLE 3: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 4: AUTHORIZATION TO EXPEND STATE FUNDS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of a sum of money provided or to be provided by the Commonwealth of Massachusetts Highway Department under the provisions of Chapter 33 of the Acts of 1991; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 5: STREET ACCEPTANCE

To see if the Town will vote to accept streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk including the taking or acceptance of easements as shown on said plans; or take any other action relative thereto.

Inserted By: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 6: AMEND ZONING BY-LAW - SECTION 3

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of two and one half (2-1/2) acres" a new subheading which reads "AGRICULTURE".

- In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new subheading which reads "PUBLIC, SEMI-PUBLIC & INSTITUTIONAL".

- In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Single family detached dwelling" a new subheading which reads "RESIDENCE".

4. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Dormitory for a school with no provisions for private cooking or housekeeping" a new subheading which reads "INSTITUTIONAL".

5. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Retail establishments serving the general public containing 5750 or more gross square feet of floor area " a new subheading which reads "BUSINESS".

6. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives" a new subheading which reads "MANUFACTURING".

7. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use" a new subheading which reads "ACCESSORY".

8. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of two and one half (2 1/2) acres" a new subheading which reads "AGRICULTURE".

9. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new subheading which reads "PUBLIC, SEMI-PUBLIC & INSTITUTIONAL".

10. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Single family detached dwelling" a new subheading which reads "RESIDENCE".

11. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Retail establishment serving the general public if containing 10,000 or more gross sq. ft. of floor area ("Complex Development"):" a new subheading which reads "BUSINESS".

12. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives" a new subheading which reads "MANUFACTURING".

13. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use" a new subheading which reads "ACCESSORY".

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 7: AMEND ZONING BY-LAW - PUBLIC, SEMI-PUBLIC AND INSTITUTIONAL USE IN RURAL RESIDENCE-CONSERVATION, SINGLE RESIDENCE A, SINGLE RESIDENCE B AND GENERAL RESIDENCE DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the first and second paragraphs thereof, so that they read as follows:

"**4.2.1** Table of Regulations

No building or structure shall be constructed, altered, or relocated on any lot except in conformance with these regulations:

District	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)	Maximum Floor Area Ratio (F.A.R.)	Maximum % Lot Coverage	Maximum Stories	Maximum Height (feet)
Rural Residence-Conservation	43,560	150	50	25	25	NR (e)	15%	2-1/2	35
Single Residence A	43,560	150	30 (a)	25 (g)	15 (d)(g)	NR (e)	NR (f)	2-1/2	35
Single Residence B	10,000	80	20 (b)	20 (c)(g)	10 (d)(g)	NR (e)	NR (f)	2-1/2	35
General Residence	10,000	80	20 (b)	20 (c)(g)	10 (d)(g)	NR (e)	NR (f)	2-1/2	35
Institutional	43,560	150	30	25 (g)	15 (g)	NR	NR	2-1/2	35

As used in the Table of Regulations, the symbol "NR" means no requirements.

(a) Buildings and structures on any lot in a Single Residence A District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum front yard setback of thirty-five (35) feet. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front yard setback required by this footnote to no less than thirty (30) feet. (See Section 4.2.7)

(b) Buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum front yard setback of twenty-five (25) feet. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front yard setback required by this footnote to no less than twenty (20) feet. (See Section 4.2.7)

(c) Buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum side yard setback of twenty-five (25) feet. The Board of Appeals may grant a special permit reducing the minimum side yard setback required by this footnote to no less than twenty (20) feet. (See Section 4.2.7)

(d) Buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum rear yard setback of twenty-five (25) feet. The Board of Appeals may grant a special permit

reducing the minimum rear yard setback required by this footnote in a Single Residence A District to no less than fifteen (15) feet and the minimum rear yard setback required by this footnote in Single Residence B and General Residence Districts to no less than ten (10) feet. (See Section 4.2.7)

(e) Buildings and structures on any lot in a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a maximum Floor Area Ratio of 0.30.

(f) Buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall not cover more than fifteen (15) percent of the lot area.

(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2. Schedule of Use Regulations, buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively."

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, by inserting a new Subsection 4.2.7, Reductions in Dimensional Regulations by Special Permit, to read as follows:

"4.2.7 Reductions in Dimensional Regulations by Special Permit

"In Single Residence A, Single Residence B and General Residence Districts, the minimum front setback and the minimum side and rear line setback requirements for a building or structure devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, may be reduced by special permit granted by the Board of Appeals in accordance with Section 4.2.1. In acting upon such applications for such reductions, the Board shall consider the following, in addition to the criteria for special permits generally (Section 7.5.2).

"(a) whether and by how much building scale will exceed nearby structures,

"(b) whether, and by how much, shadowing on abutting land or streets will be increased, or privacy will be diminished,

"(c) whether any resulting building prominence is appropriate, in light of the functional or symbolic role of the structure,

"(d) whether their are fire protection concerns created by the reduction,

"(e) whether the requested reduction is necessary for the proposal to proceed, and

"(f) what the community benefits are from the proposal, including consideration of taxes, employment, and service."

3. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, by inserting a new Subsection 4.2.8, Screening for Public, Semi-Public and Institutional Uses, to read as follows:

"4.2.8 Screening for Public, Semi-Public and Institutional Uses

"4.2.8.1 Transition Areas

"Where a building or structure devoted to a public, semi-public or institutional use, as listed in Section 3.2 Schedule of Use Regulations, is to be placed within a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence district, a landscaped transition and screening area shall be provided along those segments of the lot lines necessary to screen the public, semi-public or institutional use from buildings located on abutting lots. The transition area shall be at least twenty-five (25) feet wide, as measured at its narrowest point, and shall be suitably landscaped as specified at Section 4.2.8.3. The transition area may be provided within the minimum yard required for a building.

"4.2.8.2 Use of Transition Areas

"Only necessary driveways or interior drives shall be located across a required transition area. No building, structure, parking area, play area or interior street may be located in this transition area. A transition area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided they do not reduce the effectiveness of the transition area as a year-round visual screen. No other uses are permitted in a transition area.

"4.2.8.3 Transition Area Standards and Requirements

"The following standards shall apply to the installation and maintenance of all landscaping, transition and screening areas required by this section.

"(a) Composition of Landscaping, Transition and Screening Areas - A landscaped transition and screening area shall consist of a landscaped strip and may include fences, walls or berms which shall serve to provide an effective year round visual screen at the time of installation.

"(b) Height of Screening - Visual screening comprised of a mixed planting of deciduous and coniferous trees and shrubs and walls or fences shall have a minimum overall height of six feet at the time of installation.

"(c) Type of Plant Materials - A variety of plant material shall be selected to provide an effective visual screen, to be maintained at a minimum height of six feet. Plantings shall be a mixture of deciduous and coniferous trees and shrubs for the screening to maintain its effectiveness throughout the winter months. Ground cover, grass, mulch or other equivalent landscape treatment, shall be provided in all landscaped transition and screening areas. Where existing vegetation is used as the required planting, no ground cover, grass, mulch or equivalent treatment shall be required, provided all man-made debris has been removed from within the transition area.

"(d) Size of Plant Materials - All trees required by this section shall have a minimum caliper of three inches at the time of planting.

"(e) Maintenance - The owner of the lot shall be responsible for the maintenance, repair and replacement of all landscaping materials installed in accordance with this section. All plant material shall be maintained in a healthy growing condition, replaced when necessary and kept free of debris. After the initial planting, all plant materials not surviving after the first winter and through the following growing season shall be replaced in kind.

"4.2.8.4 Exceptions, Special Permits

"Where, due to the size, shape or topography of a lot, the strict provisions of this section would reduce the usable area of a lot so as to preclude a reasonable use of the lot, the Board of Appeals may grant a special permit to modify the transition area requirements where the side of a building, a barrier and/or the land between the building and lot line has been specifically designed, through a combination of architectural and landscaping techniques, to minimize potential adverse impacts on abutting lots. The application for a special permit must demonstrate, in detail, the problems imposed by these requirements and provide an effective alternative. Any modification of the required transition areas may be made subject to such conditions as are determined by the Board of Appeals to assure adequate screening and buffering between particular uses. In determining what, if any conditions are necessary, the Board of Appeals shall consider:

"(a) the proximity to a residential development;

"(b) the topography of the site and of adjacent property;

"(c) the nature of the use and/or activity on the site;

"(d) the land use of adjacent property;

"(e) the width and use of all abutting public rights-of-way; and

"(f) the potential for impact of any nuisance activities such as noise, light or glare."

In Section 4.6, Special Conditions, Subsection 4.6.4, Dimensional Controls for Exempt Uses, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) The maximum building coverage on any one lot shall not be more than 15% in a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence District, nor shall it be more than 25% in any other district;"

take any other action relative thereto.

ISERTED BY: Planning Board
NANCE COMMITTEE RECOMMENDS: No Position Taken

ARTICLE 8: AMEND ZONING BY-LAW - SPECIAL PERMITS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 7.5, Board of Appeals, Subsection 7.5.2, Special Permits, by deleting the existing subsection in its entirety and replacing it with a new subsection to read as follows:

"7.5.2 Special Permits

"To hear and decide an application for a special permit for a use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity where it would not otherwise be permitted but only in those cases where this By-Law specifically refers to a change from the provisions of this By-Law by the granting of a special permit and only in those cases where the Board of Appeals makes the finding and determination set forth in subparagraph 7.5.2.1. An applicant is not entitled to a special permit and the Board of Appeals, in its discretion, may decline to grant a special permit if it is unable to make a positive finding and determination as required in subparagraph 7.5.2.1.

"A special permit shall lapse within a specified period of time, not more than two years, and including any time required to pursue or await the determination of an appeal pursuant to General Laws, Chapter 40A, Section 17, and if a substantial use thereof has not sooner commenced except for good cause or in the case of a permit for construction has not begun within the period except for good cause.

"7.5.2.1 Finding and Determination

"Prior to granting a special permit, the Board of Appeals shall make a finding and determination that the proposed use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity, which is the subject of the application for the special permit:

"(a) complies with such criteria or standards as may be set forth in the section of this By-Law which refers to the granting of the requested special permit;

"(b) is consistent with: 1) the general purposes of this By-Law as set forth in subparagraph 1.1, and 2) the more specific objectives and purposes applicable to the requested special permit which may be set forth elsewhere in this By-Law, such as, but not limited to, those at the beginning of the various sections;

"(c) is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

"Where the Board of Appeals determines that one or more of the following objectives are applicable to the particular application for a special permit, the Board of Appeals shall make a finding and determination that the objective will be met:

"(d) the circulation patterns for motor vehicles and pedestrians which would result from the use or structure which is the subject of the special permit will not result in conditions that unnecessarily add to traffic congestion or the potential for traffic accidents on the site or in the surrounding area; and

"(e) the proposed use, structure or activity will not constitute a demonstrable adverse impact on the surrounding area resulting from:

1) excessive noise, level of illumination, glare, dust, smoke, or vibration which are higher than levels now experienced from uses permitted in the surrounding area,

2) emission or discharge of noxious or hazardous materials or substances,

3) pollution of water ways or ground water, or

4) transmission of signals that interfere with radio or television reception.

"7.5.2.2 Conditions for Approval of a Special Permit

"In addition to the conditions, standards and criteria as may be set forth in the section of this By-law that refers to the granting of the special permit, the Board of Appeals may impose additional conditions and limitations, as it deems necessary to insure that the finding and determination that it must make under subparagraph 7.5.2.1 is complied with, including but not limited to:

"(a) screening or landscaping of structures or of principal or accessory uses from view from adjoining lots or from a street, by planting, walls, fences or other devices; planting of larger planting strips, with more or larger plant materials or higher walls or fences than that required in Sections 4.2.8 and 4.4.8.5;

"(b) modification of the exterior features or appearance of a building or structure to ensure compatibility with surrounding buildings and uses;

"(c) limitations on the size, number of occupants or employees, method or hours of operation, extent of facilities or other operating characteristics of a use;

"(d) regulation of the number, design and location of access drives or other traffic features of the proposed use;

"(e) limitations on construction activities, such as but not limited to, the hours during which construction activity may take place, the movement of trucks or heavy equipment on or off the site, measures to control dirt, dust, erosion and to protect existing vegetation on the site;

"(f) requirements for independent monitoring, at the expense of the applicant, and reporting to the Building Inspector, if necessary to insure continuing compliance with the conditions of a special permit or of this By-Law;

"(g) limitations on the period of time the special permit shall be in effect; and

"(h) such other limitation as may be reasonably related to reducing any adverse impact on, or increasing the compatibility of the proposed use, structure or activity with, the surrounding area.

"7.5.2.3 Security for Special Permits

"The Board of Appeals, as a condition of granting a special permit may require that the performance of the conditions and observance of the safeguards of such special permit be secured by one, or in part by one and in part by the other, of the methods described in the following clauses (a) and (b). The Board of Appeals shall administer this securing of performance.

"(a) Bond or Deposit: By a proper bond or a deposit of money or negotiable securities or letter of credit, sufficient in the opinion of the Board of Appeals to secure performance of the conditions and observance of the safeguards of such special permit.

"(b) Covenant: By a covenant running with the land, executed and duly recorded by the owner of record, whereby the conditions and safeguards included in such special permit shall be performed before any lot may be conveyed other than by mortgage deed. Nothing herein shall be deemed to prohibit a conveyance by a single deed, subject to such covenant of the entire parcel of land, the development of which is governed by the special permit.

"7.5.2.4 Reduction of Security

"Until completion of the development, the penal sum of any deposit or security held under clause 7.5.2.3(a) above may from time to time be reduced by the Board of Appeals by an amount not to exceed 85% of the value of work originally estimated.

"7.5.2.5 Release of Security

"Upon the completion of the development or upon performance of the conditions and safeguards imposed by such special permit, security for the performance of which was given, the applicant shall send by registered mail to the Board of Appeals an affidavit that the conditions and safeguards in connection with which such security has been given have been complied with. If the Board of Appeals determines that the conditions and safeguards of the special permit have been complied with, it shall release the interest of the Town in such security, return or release the security to the person who furnished the same, or release the covenant by appropriate instrument, duly acknowledged. If the Board of Appeals determines that the conditions or safeguards included in the special permit have not been complied with, it shall specify the conditions or safeguards with which the applicant has not complied in a notice sent by registered or certified mail, to the applicant.

"7.5.2.6 Board of Appeals Failure to Act

"If the Board of Appeals fails to send such a notice within sixty days after it receives the applicant affidavit, all obligations under the security shall cease and terminate, any deposit shall be returned and any such covenant become void.

"7.5.2.7 Applicant Failure to Complete Work

"Upon failure of the applicant to complete such work to the satisfaction of the Board of Appeals in accordance with all applicable plans, regulations and specifications, the Town shall be entitled to enforce such bond or to realize upon such securities to the extent necessary to complete all such work without delay."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS: No Position Taken

ARTICLE 9: AMEND ZONING BY-LAW - RESIDENTIAL COMPOUND

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (2) Density, by adding the following new sentence at the end of the paragraph:

   "Land which, at the time of submission of an application under this section, is subject to a perpetual restriction of the type described in G.L.c. 184 sec 31 or any restriction similar thereto, shall not be included in the minimum tract size."

2. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (3) Dimensional Requirements, by revising the second sentence thereof, so that it shall read as follows:

   "No building lot within the Residential Compound shall be reduced in size below the minimum lot area required for the district in which it is located."

3. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (4) Access, by revising the paragraph, so that it shall read as follows:

   "(4) Access - Each building lot in the Residential Compound shall have adequate and legally enforceable rights of access to a way via a private street or driveway."

4. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (5) Open Space, by revising the first sentence of the first paragraph, so that it shall read as follows:

   "(5) Open Space - Any land within the Residential Compound, not designated as a building lot, private road or driveway shall be designated as permanent open space."

5. In Section 4.2.6 Residential Compound, Subsection (e) Procedure for Approval, by deleting paragraphs (2) and (3); and by redesignating existing paragraph (4) as paragraph (2), existing paragraph (5) as paragraph (3), existing paragraph (6) as paragraph (4), existing paragraph (7) as paragraph (5), and existing paragraph (8) as paragraph (6).

6. In Section 4.2.6 Residential Compound, Subsection (e) Procedure for Approval, by deleting the last paragraph thereof.

7. In Section 4.2.6 Residential Compound, Subsection (f) Referral, by deleting the second paragraph thereof.

8. In Section 7.7.2 Design Review Board, Subsection 7.7.2.2 Authority and Specific Powers, by revising the first paragraph thereof, so that it shall read as follows:

   "The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development and Section 4.2.4 Flexible Development."

9. In Section 7.7.2 Design Review Board, Subsection 7.7.2.2 Authority and Specific Powers, by revising the second sentence of the third paragraph, so that it shall read as follows:

   "Its findings and recommendations, along with any suggested restrictions and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments."

10. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the first sentence of the first paragraph, so that it shall read as follows:

"An application for Design Review shall be submitted to the Design Review Board simultaneously with any application submitted to the Planning Board for Site Plan review, Planned Residential Development or Flexible Development, or prior to any application for a building permit or any construction activity as described in the second paragraph of Subsection 7.7.2.2."

11. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the second sentence of the second paragraph, so that it shall read as follows:

"Within fifteen (15) days of the meeting, a preliminary design review report shall be sent both to the applicant and to the Planning Board, when a special permit is required under Sections 7.4, 4.2.5 and 4.2.4."

12. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the first sentence of the third paragraph, so that it shall read as follows:

"In the case of a Special Permit for Site Plan Review, Planned Residential Development or Flexible Development, a preliminary design review report shall be submitted to the Planning Board, with a copy to the applicant, within thirty-five (35) days of the date of receipt of the application."

13. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the fourth paragraph, so that it shall read as follows:

"In addition to the submission materials listed in Sections 4.2.5 Planned Residential, 7.4 Site Plan Review or 7.2 Building or Use Permit, respectively, an application for Design Review shall contain the requisite number of materials listed in the "Rules and Regulations" of the Design Review Board."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS: No Position Taken

ARTICLE 10: AMEND ZONING BY-LAW - SALE OF CHRISTMAS TREES AND RELATED MERCHANDISE

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 1.3, Definitions, by inserting the following new definition at the appropriate alphabetical location:

"Christmas Season - A period in time from the Saturday before Thanksgiving Day until January 4 of the following year."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
"Sale during Christmas season of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	SP	SP	SP	SP	Y	Y	Y	Y"

3. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	B	CSB	CB	ASB	HAB
"Sale during Christmas season of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	Y	Y	Y	Y	Y"

or take any other action relative thereto.

INSERTED BY: Citizens' Petition
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 11: AMEND ZONING BY-LAW - USE WITHIN 1,500 FEET OF INDUSTRIAL-1 DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law in Section 3.2.1, as follows:

"... that no use other than one or two family residence should be permitted in the Single residence zone and General residence zone within 1500 feet of an Industrial-1 zoned district."

or take any other action relative thereto.

INSERTED BY: Citizens' Petition
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 12: AMEND ZONING BY-LAW - RESIDENTIAL HOSPICE HOUSE

To see if the Town will vote to amend the Needham Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by revising the entry which reads in part "The use of a single-family detached dwelling for a residential hospice house..... preceding paragraphs 1 through 5", so that it now reads as follows (new language underlined):

"The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons in the RRC and SRA Districts and six persons in the SRB and GR Districts, respectively; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any setback area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet in the RRC and SRA Districts and 10,000 square feet in the SRB and GR Districts, respectively, calculated in accordance with s.4.2.1(a) of this By-Law; b) minimum frontage: 150 feet in the SRA and RRC Districts and 80 feet in the SRB and GR Districts, respectively; c) front setback: 50 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; d) side setback: 25 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; e) rear setback: 25 feet in the SRA and RRC Districts and 10 feet in the SRB and GR Districts, respectively; f) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this By-Law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the

lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
Y	Y	Y	N	N	N	N	N"

or take any other action relative thereto.

INSERTED BY: Citizens' Petition
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 13: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1994, as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject, in the case of the Town Clerk, to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$50,000
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, Chairman	$1,800
Assessor, Others	$1,500

or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 14: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article IX of the General By-Laws of the Town of Needham) as follows:

1. Amend Section 9.11 Compensation by adding a new sentence at the end of sub-section (a) as follows: "Annual rates of pay shall be divided by 52 to produce a weekly rate and further divided by 37.5 or 40 (whichever is appropriate) to produce an hourly rate of pay."

2. Amend Section 9.15 by inserting a new section 9.15.8 as follows: "Employees who leave Town service in good standing and who return within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for vacation accrual. The length of the absence shall not be included in the calculation of continuous service."

3. Amend Section 9.15 by inserting a new section 9.15.9 as follows: "Employees who are not able to take vacation due to departmental workload, and who would forfeit such vacation at the conclusion of the fiscal year, may convert a maximum of five days of vacation to non-occupational sick leave per fiscal year.

4. Amend Section 9.11.12 by deleting the third paragraph and inserting in place thereof the following: "Non-represented employees eligible to receive longevity who leave Town service in good standing and who return to work within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for longevity. The length of the absence shall not be included in the calculation of continuous service."

5. Amend Section 9.11.12 by deleting the references to "$100" in the first and second paragraph and inserting in place thereof "$125."

6. Amend section 9.24.3 by inserting a third paragraph as follows: "One non-occupational sick leave credit (the equivalent of 7.5 or 8 hours) may be used each fiscal year by non-represented employees for the purpose of preventive medical or dental appointments. The appointing authority or department head may require the employee to submit medical documentation by a practicing physician to substantiate the use of sick leave for the purpose of preventive medical or dental appointments."

7. Amend section 9.24.7 by inserting a new sentence at the end of the section as follows: "Employees who are hired after July 1, 1994 shall be subject to a 960 hour cap on the number of sick days to be used in calculating the 25% sick leave buy-back at retirement."

8. Amend Section 9.15.5 by deleting the number 15.630 after "22 years" and inserting in place thereof the number "15.625."

9. Amend Section 9.14 by deleting sub-section (b) and inserting in place thereof the following: "Non-exempt employees required by the appointing authority or department head to work on a recognized holiday shall receive time and one half their regular rate of pay for the hours worked on that holiday."

10. Amend Section 9.9.3 by deleting sub-section (b).

11. Amend Article 9 by inserting a new Section 9.20 as follows: "Traffic Supervisors Benefits" Incumbents in the title of Traffic Supervisor shall be entitled to: (1) time off with no loss of regular straight time pay on recognized school holidays which fall during the school year; (2) time off with no loss of regular straight time pay during approved school vacations and snow days; (3) accrual of 1 1/4 non-occupational sick leave days per month September through June; (4) $150 per fiscal year for uniform allowance; (5) bereavement leave in accordance with Section 9.23; and (6) personal leave in accordance with Section 9.18.

12. Amend Section 9.11 by deleting the second paragraph and inserting a new Section 9.11.16 as follows:

9.11.16 MERIT

Merit Step Increase: At the written request of the appointing authority or department head, the Personnel Board may grant an additional step or steps at the conclusion of the probationary period or at the time of the annual performance review if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. The date of the additional step or steps shall become the employee's anniversary date for the purposes of future satisfactory performance step increases.

Merit Bonus: At the written request of the appointing authority or department head, the Personnel Board may grant a one-time Merit Bonus in an amount not to exceed $1,800 per fiscal year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board.

Merit Raise: At the written request of the appointing authority or department head, the Personnel Board may grant a merit increase in an amount not to exceed 3 percent in any one year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. Approved merit raises shall be granted to employees who have been at maximum for at least one year. No employee shall be granted a merit raise in excess of the merit step set forth in the compensation plan, such step to be 10% of the maximum step in the applicable pay grade.

All of the provisions listed above shall apply only to non-represented employees and shall be subject to sufficient appropriation. If the Personnel Board approves a request in accordance with this article, the Personnel Board will submit a request for funding to the Finance Committee if such funding is not available in the appropriate departmental budget.

13. Amend section 9.10 by inserting a new section 9.10.7 as follows:

Emergency Classification The Personnel Board, after consultation with the appropriate appointing authority, may anticipate formal action by the Town Meeting by establishing new classifications and the compensation therefore, subject to subsequent ratification by the Town at a Town Meeting. In the event that the Town Meeting fails to ratify the new classification, any compensation already paid shall not be returned to the Town by the employee.

14. Amend section 9.9.4 by adding at the end of the section the following: "Job vacancy notices shall not be required for emergency appointments or for the temporary replacement of incumbents on approved leave status."

or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 15: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto:

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 2, 1994. Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department and Glover Memorial Hospital, and the standard rates of compensation thereof, effective July 1, 1994, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE: 16 FUND COLLECTIVE BARGAINING AGREEMENT POLICE - UNITS A & B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town of Needham and the Needham Police Union Units - A & B; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE: 17 FUND COLLECTIVE BARGAINING AGREEMENT - POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town of Needham and the Police Superior Officers Association; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE: 18 FUND COLLECTIVE BARGAINING AGREEMENT DPW - NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the DPW NAGE; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 19 : FUND COLLECTIVE BARGAINING AGREEMENT - INDEPENDENT TOWN WORKERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE: 20 FUND COLLECTIVE BARGAINING AGREEMENT FIRE - LOCAL 1706 UNITS A B & C

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town of Needham and Fire Union Local 1706, Units - A B & C; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 21: APPROPRIATE THE FY95 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: The amounts appropriated be as recommended in the "Operating Budget Recommendations". (See page 9)

ARTICLE 22: ESTABLISH REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from the School Department Fee-Based Busing Program; to authorize the School Committee through the Superintendent to expend money from such fund in the amount of $45,000 in fiscal year 1995; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: A revolving fund established under the provisions of MGL Chapter 44, Section 53E 1/2 must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E 1/2. No revolving fund expenditures may be made for the purpose of paying wages or salaries for full time employees.

The annual Town Meeting authorization for each revolving fund shall specify:

(1) the programs and purposes for which the revolving fund may be expended;
(2) the departmental receipts which shall be credited to the revolving fund;
(3) the board, department or officer authorized to expend from such fund; and
(4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E 1/2.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

ARTICLE 23: ESTABLISH REVOLVING FUND - SCHOOL BUILDING USER FEES

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 71, Section 71E of the General Laws for the revenues from the School Department School Building User Fees; to authorize the School Committee through the Superintendent to expend money from such fund in fiscal year 1995 in an amount to be determined; or take any other action relative thereto:

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: In any city or town which accepts this section, all moneys received by the school committee in connection with the conduct of adult education and continuing education programs, including, but not limited to adult physical fitness programs, summer school programs, and programs designated by prior vote of said committee as community school programs, an in connection with the use of school property, shall be deposited with the treasurer of the town or city and held as separate accounts. The receipts held in such a separate account may be expended by said school committee without further appropriation for the purposes of the program or programs from which the receipts held in such account were derived or, in the case of the use of school property account, for expenses incurred in making school property available for such use. A city or town may appropriate funds for the conduct of any such program or for expenses incurred in making school property available for such use, which funds shall be expended by the school committee in addition to funds provided from other sources. Three years from the date a city or town accepts the provisions of this paragraph, and every third year thereafter, said city or town may act to rescind its original acceptance.

ARTICLE 24: ACCEPT MGL CHAPTER 40, SECTION 3, AS MOST RECENTLY AMENDED (SCHOOL RENTAL FUNDS)

To see if the Town will vote to accept the provisions of Chapter 40, Section 3, as most recently amended by Chapter 151, Section 28 of the Acts of 1993, or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: Chapter 40, Section 3 was most recently amended by Chapter 151, Section 28 of the Acts of 1993 by adding to the end the following language:

> "and, provided further, that in any city or town that accepts this provision, any such balance shall remain in said account and may be expended for the upkeep and maintenance of any facility under the control of the School Committee".

Prior to accepting this amendment, any monies received for rental of any school building would go into a separate fund to be spend by the school committee for the upkeep of that facility and any money in the fund not spent by the end of the fiscal year would be transferred into the general fund of the town. If this amendment is adopted, the money will not go into the general fund, but in the following years will stay in the separate fund and may be spent on the upkeep and maintenance of any facility under the control of the school committee.

ARTICLE 25: ACCEPTANCE MGL CHAPTER (EARLY RETIREMENT FOR SCHOOL TEACHERS)

To see if the Town will vote the acceptance of Chapter 71, Section 83 of the Acts of 1993, as amended by Chapter 110, Sections 266 and 267 of the Acts of 1993; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: Chapter 71, Section 83 of the Acts of 1993 provides in part that a member of the Teachers Retirement System, with a minimum of 20 years of credible service and eligible to retire under superannuation, may apply to retire between June 1, 1994 and June 20, 1994, effective by August 31, 1994 and have his/her pension calculated up to an additional five (5) years of service or up to an additional five (5) years of age or any combination of up to five (5) years. The maximum retirement is eighty percent (80%) of an average salary for a three (3) year period.

The town may set a limit on the number of employees who may take early retirement and if more employees apply than the set limit, preference will be given to the employee with greater credible service. The limits statewide is 2,500 employees or an additional cost of $20,000,000. If the number of applicants statewide exceeds these amounts, then the state will prorate the number of employees that can participate in each district, based on the total number of teachers in all of the districts that accept the acts.

The Teachers Retirement Board will prepare a schedule of the estimated costs and actuarial liabilities of each district and establish a funding schedule for fifty percent (50%) of the additional costs, so it will be paid off by 2010 A.D. Each town accepting this act shall appropriate the fifty percent (50%) of the additional cost and pay it to the state's pension liability fund and if a town fails to pay, the state will deduct it from annual education aid under M.G.L. Chapter.70.

To be effective, this act must be accepted by the Town Meeting, School committee and Board of Selectmen.

ARTICLE 26: ESTABLISH REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from Memorial Park user fees; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1995 in the amount of $1,100; or take any other action relative thereto.

INSERTED BY: Memorial Park Trustees
FINANCE COMMITTEE RECOMMEND THAT: Recommendation Deferred

Summary: See summary for Article 22.

ARTICLE 27: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in fiscal year 1995 in the amount of $22,100; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: See summary for Article 22.

ARTICLE: 28 CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of Chapter 179 of the Acts of 1993 for the revenues from the Yard Waste Processing Program; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1995 in an amount to be determined; or take any action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: This law authorizes the creation of an intergovernmental revolving fund by a community that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen if a town, or mayor and city council if a city, must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years the local appropriating body will set the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen or mayor and city council.

Participating communities will appropriate funds for the purposes of the yard waste processing or recycling program and will pay them over to the treasurer of the lead community. Any other receipts generated in connection with the program will also be credited to the fund. Monies in the fund may be spent without appropriation for the operation of the program, but no expenditures may be made or obligations incurred in excess of the actual monies received and credited to the fund, nor of the approved spending limit for the year. The balance in the fund at the end of the fiscal year will carry forward into the next year. An annual report on the operation of the fund is to be prepared by the accounting officer, reviewed by the mayor and city council or town manager and board of selectmen, and forwarded to the Bureau of Accounts.

ARTICLE 29: ACCEPT SECTION 4 OF CHAPTER 73 OF THE ACTS OF 1986 - INCREASE PROPERTY TAX EXEMPTION

To see if the Town will vote to accept, for fiscal year 1995, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 10% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

ARTICLE 30: ACCEPT MGL CHAPTER 44 SECTION 53F 1/2 - WATER USE ENTERPRISE FUND

To see if the Town will Accept the provisions of Chapter 44, Section 53F 1/2 of the Massachusetts General Laws, to establish a water use enterprise fund effective for fiscal year 1996; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary: A city or town, upon acceptance of M.G.L. Chapter 44, Section 53F 1/2 may establish a separate account classified as an "Enterprise Fund", for a utility, health care, recreational or transportation facility. The account shall be maintained by the Town Treasurer, and all funds received from any source derived from all the activities of the enterprise shall be deposited in the account. At least 120 days prior to the beginning of each fiscal year an estimate of income and a proposed line item budget shall be submitted to the Selectmen. The Selectmen will make a recommendation to the town meeting, which will act upon the budget. Estimated income and the amount appropriated for the expenses of the enterprise shall be included in the current tax levy. If the estimated income is less than the total appropriation, the difference shall be added to the current tax levy. If the estimated income is more than the total appropriation, the excess shall be appropriated to a separate reserve fund and used for capital expenditures of the enterprise, subject to appropriation, or to reduce user charges. If the enterprise incurs a loss, such loss will be included in the succeeding fiscal year's budget.

A town that has accepted the provisions of Chapter 44, Section 53F1/2 with respect to a designated enterprise may, in like manner, revoke its acceptance.

ARTICLE 31: ACCEPT MGL CHAPTER 44 SECTION 53F 1/2 - SEWER USE ENTERPRISE FUND

To see if the Town will accept the provisions of Chapter 44, Section 53F 1/2 of the Massachusetts General Laws, to establish a sewer use enterprise fund effective for fiscal year 1996; or take any other action relative thereto.

Summary: See Article 30.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE: 32 ENTER INTO RECYCLING CONTRACT

To see whether the Town, pursuant to authority granted under Massachusetts General Laws, Chapter 40, Section 8H, as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a material recovery facility, for the purpose of sorting and processing recyclable materials for delivery to end markets and subsequent reuse; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE: 33 APPROPRIATE FOR HAZARDOUS WASTE COLLECTION DAY

To see if the Town will vote to appropriate a sum of money for the collection and disposal of household hazardous wastes; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen and Board of Health
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 34: TRANSFER OF UNDESIGNATED FUND BALANCE (FREE CASH)

To see if the Town will vote to transfer $1,561,378 from the Undesignated Fund Balance account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1995; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

CAPITAL IMPROVEMENT BUDGET

Articles 35 -54 are the Capital Improvement Budget Articles as recommended by the Board of Selectmen in the FY 95-99 Capital Improvement Plan (CIP). An Executive Summary of the CIP can be found on page 43.

ARTICLE 35: APPROPRIATE FOR AN OPTICAL SCAN VOTING SYSTEM

To see if the Town will vote to raise and appropriate $80,000 for the purchase of an optical scan voting system; said sum to be raised by borrowing; to be spent under the direction of the Town Clerk; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 36: APPROPRIATE FOR ADA REQUIRED BUILDING ALTERATIONS AT DPW BUILDING

To see if the Town will vote to raise and appropriate $350,000 for alterations to the Public Works building; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 37: APPROPRIATE FOR ADA REQUIRED SIDEWALK RAMPS

To see if the Town will vote to raise and appropriate $35,000 for the construction of handicapped accessible sidewalk ramps; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 38: APPROPRIATE FOR SCHOOL ZONE TRAFFIC IMPROVEMENTS

To see if the Town will vote to raise and appropriate $50,000 for the installation of school zone traffic control equipment; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 39: APPROPRIATE FOR LANDFILL COMPACTOR REPLACEMENT

To see if the Town will vote to raise and appropriate $190,000 for the purchase of a landfill compactor; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 40: APPROPRIATE FOR SEWER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate $600,000 to rehabilitate certain portions of the sanitary sewer system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 41: APPROPRIATE FOR STORM DRAINAGE IMPROVEMENTS

To see if the Town will vote to raise and appropriate $30,000 for storm drainage improvements; said sum to be raised by

borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 42: APPROPRIATE FOR COOKS BRIDGE PUMP STATION/GENERATOR

To see if the Town will vote to raise and appropriate $70,000 to rehabilitate the Cooks Bridge Pump Station including adding an auxiliary power system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 43: APPROPRIATE FOR WATER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate $500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 44: APPROPRIATE SOLID WASTE TRANSFER TRAILER REPLACEMENT

To see if the Town will vote to raise and appropriate $40,000 for the purchase of a Solid Waste Transfer Trailer; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 45: APPROPRIATE FOR RECYCLING EXPANSION (PHASE 2)

To see if the Town will vote to raise and appropriate $112,000 to continue recycling expansion at the Recycling and Transfer Station; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 46: APPROPRIATE FOR SOLID WASTE TRANSFER BUILDING

To see if the Town will vote to raise and appropriate $100,000 for designing and preparing specifications for the expansion of a Solid Waste Transfer Building; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 47: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate $308,850 to make improvements and alterations to the Needham High School as required by the Americans with Disabilities Act; determine how such sum shall be raised; to be spent under the direction of the School Committee; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 48: APPROPRIATE FOR MITCHELL SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate $103,550 to make improvements and alterations to the Mitchell School as required by the Americans with Disabilities Act; determine how such sum shall be raised; to be spent under the direction of the School Committee; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 49: APPROPRIATE FOR FIRE DEPARTMENT ENGINE 3/LADDER/REHABILITATION

To see if the Town will vote to raise and appropriate the sum of $25,000 to rehabilitate engine 3 and ladder truck 1 in the Fire Department; determine how such sum shall be raised; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 50: APPROPRIATE FOR ROSEMARY POOL SANDBLASTING

To see if the Town will vote to raise and appropriate the sum of $15,000 to maintain the Rosemary Pool; determine how such sum shall be raised; to be spent under the direction of the Park and Recreation Commission; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 51: APPROPRIATE FOR TRAFFIC SIGNAL REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $40,000 for traffic signal replacement; determine how such sum shall be raised; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 52: APPROPRIATE FOR SCHOOL SIDEWALK RECONSTRUCTION

To see if the Town will vote to raise and appropriate $50,000 to replace sidewalks at various locations; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto:

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 53: APPROPRIATED FOR DPW EQUIPMENT REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $319,406 for DPW equipment; determine how such sum shall be raised; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted as Presented

ARTICLE 54: APPROPRIATE FOR NEWMAN SCHOOL RENOVATIONS

To see if the Town will vote to raise and appropriate the sum of $4,221,000 for remodeling, reconstructing, making extraordinary repairs and additions to the Newman School Building including equipment and furnishings; said sum to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $3,900,000 under M.G.L. c. 44 Sections 7 (3) and 7 (3A) of Chapter 645 of the Acts of 1948 as amended for a period not exceeding twenty years; and $321,000 to be raised from the Stabilization Fund; and that

the School Committee is authorized to take any other action necessary to carry out this project; or take any other action relative thereto.

INSERTED BY: Board of Selectmen and School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 55: AMEND GENERAL BY-LAWS - SECTION 3.6.1 (WIDTH OF FIRE LANES)

To see if the town will vote to amend Section 3.6.1 of the General By-Laws by deleting paragraph 3.6.1.1 in its entirety and replacing it with a new paragraph 3.6.1.1 as follows:

Fire Lanes:

The Fire Chief shall require public or private fire lanes as deemed necessary for the efficient and effective use of fire apparatus. Such fire lanes shall have a minimum width of 18 feet and shall be designated by pavement markings and/or signs as determined necessary by the Fire Chief. The signs shall say "No Parking - Fire Lane" and the signs and pavement markings shall be maintained in a clean and legible condition at all times by the owner of the property and replaced when necessary to insure adequate visibility. Any person who refuses to post such signs or mark the pavement as ordered by Fire Chief or violates any of the provisions of sub-section 3.6.1 shall be punishable by a fine of not less than ten dollars ($10.00), nor more than fifty dollars ($50.00) for each and every noncompliance or violation.

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 56: AMEND GENERAL BY-LAWS - SECTION 3.1.9. AND 10.2.2.3 (OBSTRUCTION OF SIDEWALKS)

To see if the Town will vote to amend Article 3, Police Powers, Authority and Regulations paragraph 3.1.9 of the General By-Laws by deleting the paragraph in its entirety and replacing with paragraph 3.1.9 and sub paragraphs 3.1.9.1 and 3.2.9.2 as follows:

3.1.9 Snow and Ice on Sidewalks and Streets

3.1.9.1. Commercial Property

Any owner, tenant, occupant or agent in charge of property used wholly or in part for stores, offices, or other public place who places any snow or ice on a sidewalk or a street on which such store, office or public place abuts, or allows snow and ice to remain on such sidewalk or for more than five hours between sunrise and sunset, shall forfeit not more than twenty dollars ($20.00) for each offense. If, through weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed. While the snow and ice remain, however, the sidewalk must be kept in safe condition by sanding or otherwise.

3.1.9.2 All Other Property

Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than twenty dollars ($20.00) for each offense.

And amend Article 10 Penalties and Enforcement of the Town By-Laws, Section 10.2.2.3 Police Regulations of the General By-Laws by deleting the sub paragraph in its entirety and replacing with the following:

10.2.2.3 B Obstructing Public Ways or Sidewalks and Snow and Ice on Sidewalks and Streets
(Subsections 3.1.2 and 3.1.9)
Fine Schedule: $20.00 per offense

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No position Taken

ARTICLE 57: AMEND GENERAL BY-LAWS - SECTION 3.1.10 (CONSUMPTION OF ALCOHOLIC BEVERAGES)

To see if the Town will vote to amend Section 3.1.10 of the General By-Laws by deleting the second paragraph in its entirety and adding a new paragraph as follows:

"Any person who violates sub-section 3.1.10 of the General By-Laws may be arrested by a police officer without a warrant."

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 58: AMEND GENERAL BY-LAWS - SECTION 2.7.3 (FUTURE SCHOOL NEEDS COMMITTEE)

To see if the Town will vote to amend its General By-Laws by adding a new section 2.7.3 to read as follows: There shall be a Future School Needs Committee consisting of nine members, one appointed by each of the following Town boards and committees: the Finance Committee, the Planning Board, the Board of Selectmen, the School Committee, the Parents-Teachers' Council, the League of Women Voters and three appointed by the Moderator. The Chairman shall be designated from time to time by vote of the Committee. It shall be the duty of the Future School Needs Committee to oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to provide an estimate of the Town's current and projected student population."

or take any other action relative thereto.

INSERTED BY: Future Needs Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 59: ESTABLISH COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will create a Community Center Study Committee consisting of seven members: two appointed by the Board of Selectmen, at least one of which shall be a Selectmen; a Park and Recreation Commissioner or their designee; a member of the Council on Aging or their designee; a member of the School Committee or their designee; a Trustee of the Needham Public Library or their designee; and a member of the Finance Committee or their designee. Other boards, committees, civic organizations or community groups may be represented on said Committee as determined necessary by the Committee. Said Committee shall study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs. Said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 60: CONTINUE BUILDINGS AND GROUNDS STUDY COMMITTEE

To see if the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

(A report will be made to Town Meeting.)

INSERTED BY: Buildings and Grounds Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 61: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986; that the membership of such committee to consist of: four to be appointed by the Board of Selectmen including a Selectmen; two to be appointed by the Planning Board, two to be appointed by the Needham Business Association, and one to be appointed by the Transportation Committee who is a member of that Committee; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Parking Facilities Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 62: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Safety Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 63: CONTINUE SCHOOL DEPARTMENT FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting; to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by section 2.7.2.1 of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Department Facilities Building Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 64: CONTINUE ENVIRONMENTAL ZONING COMMITTEE

To see if the Town will vote to continue the Environmental Zoning Committee, as originally established by vote under Article 60 of the 1992 Annual Town Meeting; direct and authorize said Committee to study the possibility of placing all of the wells in Needham in the Aquifer Protections Zone; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 65: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last amended by vote under Article 40 of the 1993 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal/Recycling Advisory Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 66: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 22nd day of February, 1994.

John D. Marr, Jr., Chairman
David F. Eldridge, Jr., Vice Chairman
H. Phillip Garrity, Jr.
Sally B. Davis
Paul Theodore Owens

Selectmen of Needham

a true copy

Attest:
Constable

CAPITAL IMPROVEMENT PLAN

Dear Finance Committee and Town Meeting Members:

We are pleased to submit the proposed FY95-99 Capital Improvement Plan (CIP) as required under the Town's General By-Law, Article II Section 2.3.

This CIP is the proposed schedule for the expenditure of funds to build, replace, and maintain the public facilities needed by the citizens of Needham. The Capital Budget is the first year of the CIP and will be reflected in separate Town Meeting Warrant Articles. Below is the Executive Summary for the Capital Improvement Plan. Sections I, II, III and IV include those projects being proposed for the May 1994 Annual Town Meeting. Information regarding deferred and future Capital projects is found in Section V of the Executive Summary.

The Capital Budget Articles are distinct from the Town's Operating Budget. The Operating Budget authorizes the expenditure, on a one-year basis, of funds for salaries, fringe benefits, the purchase of services, supplies and equipment. It also includes the principle and interest on bonds issued to support previously approved capital projects. Since effective management of Town services depends on the timely combination of manpower, supplies and facilities, the Town's Capital Improvement Plan should be given the same attention and scrutiny that is given to the Operating Budget.

Projects in this year's Capital Improvement Plan are being recommended because they meet one or more of the following criteria:

1. The project is required to meet handicapped accessibility standards required by State and Federal law;

2. The project is necessary to protect the health and safety of our residents, and

3. The project is necessary to prevent the physical deterioration to our community facilities.

Project requests for new facilities have not been recommended at this time because of the Town's limited financial capacity.

It is important to understand, however, that the planning process for the Capital Improvement Plan will be an ongoing, highly dynamic one in which future priorities may change as the needs of the Town and its financial condition changes.

This Capital Improvement Plan represents our analysis of the Town's capital requirements at this time. Obviously, the difficult choice will be the funding of these capital projects. While many future capital needs have been identified for the FY96-99 period, it is ultimately up to Town Meeting, with the recommendation of the Finance Committee, to evaluate all projects and the funding options. We believe it is useful, however, to bring to the Finance Committee and Town Meeting's attention our recommendations for maintaining the Town's capital assets.

BOARD OF SELECTMEN

EXECUTIVE SUMMARY

The following is a summary of the FY95-99 Capital Improvement Plan. Projects shown in Sections I, II, III and IV are our recommendations to the Finance Committee and Town Meeting for consideration at the **May 1994 Annual Town Meeting.**

I. FY 95 RECOMMENDED PROJECTS-FUNDING FROM BONDING/GENERAL FUND REVENUES

It is recommended that the following capital projects be funded through bonding, with repayment financed from existing general fund revenues. Total general fund revenues in FY95 (excluding fee supported increases) are expected to increase by $1,700,000. Funding for these five projects, in addition to previously approved projects, will increase tax supported debt service in FY95 by $122,000 over FY94 levels. The Board of Selectmen believes there is sufficient financial capacity to fund these projects during the FY95-99 period.

ARTICLE 35 - OPTICAL SCAN VOTING SYSTEM ($80,000): The existing punch card voting system was purchased in 1975. The computer programming for it is no longer being supported by the vendor (the April 1994 Town election will be the last election using the existing system). The Town Clerk has analyzed other available systems and is recommending an Optical Scanning System similar to ones used by many communities. Any system purchased must be approved by the Secretary of State's Office.

ARTICLE 36 - ADA REQUIRED BUILDING ALTERATIONS AT DPW ($350,000): The Public Works building is completely inaccessible to disabled individuals. In addition, the current space configuration of the Building Department no longer meets the needs of the public. The Americans with Disabilities Act (ADA) generally requires that government programs and services be made accessible by January 1995. This proposed project will make the first floor of the building handicapped accessible; convert the first floor offices into meeting space so that public meetings in the building are held in an accessible location; make the first floor restrooms handicapped accessible; reorganize the second floor office space to allow the Planning Department to locate in the DPW building (as recommended by the Economic Development Advisory Committee); and reorganize the space to meet the needs of the Building Department. This estimate includes $80,000 for an accessible elevator.

ARTICLE 37 - ADA REQUIRED SIDEWALK RAMPS ($35,000): In order to make Town and School buildings handicapped accessible, as required by the ADA, the sidewalk and parking areas leading to these building must be accessible. This project includes approximately 35 curb cut and sloped walkways at various public buildings, athletic facilities, parks and playgrounds.

ARTICLE 38 - SCHOOL ZONE TRAFFIC IMPROVEMENTS ($50,000): The Inter-agency School Safety Committee has identified the Newman School as a hazardous area and, therefore, the location for school zone traffic control equipment. In addition, the Town is also reviewing the need for school zone traffic control equipment to be installed near Greendale Avenue at St. Sebastian's School. Due to the high volume of commuter traffic at both of these locations, traffic controls are necessary for the safety of the students.

ARTICLE 39 - LANDFILL COMPACTOR REPLACEMENT ($190,000): This equipment will replace the current landfill compactor. It appears that as a result of a change in State law, the Mass. Department of Environmental Protection will allow the Town to extend the closure date of the landfill by 2-4 years (see Landfill Closure in Section IV). The continued operation of the Landfill, however, will require the replacement of the landfill compactor which is six years old and is subject to major failures and breakdowns. There will be no appreciable financial impact on the budget because the Town is currently budgeting over $30,000 annually for the leasing for the existing compactor.

II. FY95 RECOMMENDED PROJECTS - FUNDING FROM BONDING/DEDICATED REVENUE SOURCES

It is recommended that the following capital projects be funded through bonding, with repayment from dedicated revenue sources (fees and charges) rather than general tax revenues. They should be reviewed, however, with these same scrutiny as any capital project since each project is ultimately financed by the taxpayers of Needham.

ARTICLE 40 - SEWER SYSTEM REHABILITATION ($600,000): This represents the Town's ongoing program to reduce infiltration and inflow into the sewer system. Specifically, this funding is being proposed to address a serious inflow problem in the Washington Avenue/Sargent Street neighborhood that causes sewage backup into homes. Because the funding for this project is nearly triple the amount generally proposed each year for sewer system rehabilitation, it is anticipated that no funding for Sewer System Rehabilitation will be requested in FY96. This project could increase sewer rates by approximately 2.5 percent or $.09.

ARTICLE 41 - STORM DRAINAGE IMPROVEMENTS ($30,000): This project represents an ongoing program to construct or extend surface drainage to areas where no drains exist and to reduce the use of sanitary sewers for the removal of surface water run-off. This project will increase sewer rates by less than $.01 per year.

ARTICLE 42 - COOKS BRIDGE PUMP STATION REHAB AND GENERATOR ($70,000): This represents a two part project to: 1) rebuild this pump station which has a history of failures causing wastewater to back into homes, and 2) provide auxiliary (generator) power to the pumps at this Sewer Pump Station. This project could increase sewer rates by $.01 per year.

ARTICLE 43 - WATER SYSTEM REHABILITATION ($500,000): This represents the Town's ongoing program to replace and maintain its water distribution system. While $500,000 for water system rehabilitation is anticipated for each of the next five years, only funding for FY95 is being proposed at this time. This project could increase water rates by $.04 per year.

ARTICLE 44 - SOLID WASTE TRANSFER TRAILER REPLACEMENT ($40,000): This is the third and last of the original transfer trailers to be replaced. This 107 cubic yard transfer trailer is used to transport Needham's solid waste to Millbury and has been in service for five years. Due to the heavy wear and tear on them, the trailers are experiencing more frequent repairs and increasing "down time". The DPW is proposing to place these trailers on a three-year replacement schedule. The next trailer will be replaced in FY97. The recommended funding is a three-year bond issue funded by a $2 increase in the landfill sticker fee.

ARTICLE 45 - RECYCLING EXPANSION-PHASE 2 ($112,000): This is the second and final phase of a $430,000 project to expand the Recycling and Transfer Station recycling area. The first phase, funded at $318,000 last year, included repaving, new drainage, new curbing and the purchase of blocks and fencing at the transfer station/recycling area. This phase is for the purchase of compaction containers, electrical improvements to operate the new compactors and sorting equipment. While there is a cost to the Town and its residents for recycling, it is significantly less than the approximately $70 per ton to dispose of our waste at the Millbury facility. The recommended funding is through the issuance of general fund debt, funded by a $3-4 increase in the landfill sticker fee.

ARTICLE 46 - SOLID WASTE TRANSFER BUILDING ($100,000): This request if for the first phase (engineering and design) of a $1,070,000 project to reduce the maintenance cost of operating the Transfer Station. The current capacity of the Transfer Station is insufficient to handle the anticipated tonnage when the Landfill closes. In addition, the compacting knuckle boom crane is five years old and subject to frequent breakdowns. When this happens the Town cannot ship its rubbish to the Millbury plant. Needham must ship 8500 tons per year to comply with our contract. If we do not ship this amount, the Town is still liable to pay an amount equal to the cost for this tonnage. This proposal, therefore, is to expand the existing Transfer building which would allow for the compaction of rubbish before it is placed in the transfer trailer. This will overcome the capacity limitations and wear-and-tear of the current knuckle boom crane. The recommended funding is through general fund debt, funded by a $3 increase in the landfill sticker fee.

III. FY95 RECOMMENDED PROJECTS - FUNDING FROM AVAILABLE REVENUES OR RESERVES

It is recommended that each of the following projects be funded from available operating revenues or the Stabilization Fund. These projects total $766,446.

ARTICLE 47 - HIGH SCHOOL ADA ALTERATIONS ($308,850): The School Department has been ordered by the U.S. Department of Education - Office of Civil Rights to make certain changes in the High School to comply with the ADA. The alterations must be made by September 1995. The Town risks losing its federal funding if it does not comply. The cost estimate range is based on some uncertainty as to whether an existing elevator must be changed to comply with State law. It is recommended that this be financed from the Stabilization fund, as Town Meeting recently voted to place $321,000 from the Education Reform law in this fund for future School capital projects. In addition, the 1989 High School renovation project is being reviewed by the State Architectural Access Board. This may require additional handicapped access improvements.

ARTICLE 48 - MITCHELL SCHOOL ADA ALTERATIONS ($103,550): The School Department has been ordered by the U.S. Department of Education - Office of Civil Rights (OCR) to make certain changes at the Mitchell School to comply with the ADA. The Mitchell School is currently the Town's handicapped accessible elementary school. If the Town renovates the Newman School (see Section IV) it will become the Town's accessible elementary school. The School Department will then request approval from the OCR to be relieved of the obligation to complete these alterations at the Mitchell School and, if granted, this request would be withdrawn.

ARTICLE 49 - FIRE DEPARTMENT: ENGINE 3 AND LADDER 1 REHABILITATION ($25,000): Engine 3, (1977 model) requires approximately $10,000 of front end work. Ladder 1 (1986 model) also requires suspension and aerial ladder repairs and testing. Funding from general fund revenues is recommended.

ARTICLE 50 - ROSEMARY POOL SANDBLASTING ($15,000): This project represents the third phase of the $45,000 project to sandblast and paint the exterior and interior of the pool. This work is required every 5-8 years with sections last done in 1986 and 1989. Funding from general fund operating revenues is recommended.

ARTICLE 51 - TRAFFIC SIGNAL REPLACEMENT ($40,000): The DPW is proposing to replace one traffic signal controller each year for the next five years. This equipment is between 15-20 years old and, in many cases, replacement parts no longer exist. At this time, only funding for FY95 is being proposed. Funding from general operating revenues (the funding approach used last year) is recommended.

ARTICLE 52 - SCHOOL SIDEWALK RECONSTRUCTION ($50,000): In recent years funds for sidewalk maintenance have been almost completely eliminated due to budget constraints. With the School redistricting and re-opening of the Newman School there is a great need for sidewalk reconstruction along designated walking routes. The School Safety Advisory Committee is currently reviewing priority routes. All sidewalk reconstruction must also comply with the ADA (i.e., curb-cuts and sloped ramps). Funding from general operating revenues (the funding approach used last year) is being recommended.

ARTICLE 53 - EQUIPMENT REPLACEMENT ($319,406): This equipment is part of the on-going equipment replacement program in the DPW. Because much of this equipment meets the guidelines established for a capital project (i.e., cost exceeds $25,000, useful life of 5 or more years) this request is being shown in the capital budget this year instead of the operating budget. Funding from general operating revenues, as in prior years, is recommended.

IV. FY95 RECOMMENDED PROJECT - FUNDING THROUGH A DEBT EXCLUSION VOTE

It is recommended that voters be given the option of funding this project through a Debt Exclusion to Proposition 2 1/2.

ARTICLE 54 - NEWMAN SCHOOL RENOVATIONS ($3,900,000): Phase I of the Newman renovation project was funded last year by Town Meeting. The School Committee is recommending that all remaining Phases be completed over the next two summers. If the Proposition 2 1/2 debt exclusion is approved by the voters at the April Town election, the Town will be able to finance the Newman School project beginning in FY95 with no increase in the debt exclusion portion of the tax levy. This is due to the decreasing debt service for the High School and Pollard projects and the anticipated $250,000 per year State reimbursement for the High School project.

V. DEFERRED AND FUTURE PROJECTS - PRIORITY FOR FUTURE YEAR FUNDING

The following projects are being deferred, but should be considered as priority projects in future years. In general, each of the projects shown below are necessary in order to provide for the health or safety of residents or in order to maintain existing Town facilities.

FY95 Deferred

Bleachers-Memorial Park ($96,200)
Transfer Sta. Storage Fac. ($100,000)
Resurface Memorial Park Parking Lot ($20,000)
Fire: Upgrade Radio System ($40,000)

FY96 Planned

Eliot School Architect ($90,500)
Mitchell School Elect. ($54,080)
High School Parking ($162,000)
Design Study-Town Hall ($15,000)
School Sidewalk Reconst. ($50,000)
Traffic Signal Replacement ($40,000)
Transfer Sta. Facility ($400,000)
Storm Drainage Master Plan ($100,000)
DPW Equipment Replacement ($340,226)
DPW GIS Computer System ($216,200)
Fire Dept. Jaws of Life ($28,000)
Access Road-DeFazio Field (unknown)

FY97 Planned

Eliot School Construction ($2,423,138)
Kendrick St. Sewer Generator ($60,000)
Traffic Signal Replacement ($40,000)
DPW Equipment Replacement ($602,602)
Tennis Court Reconstruction ($60,000
Rosemary Pool Painting ($15,000)
Fire Dept. Command Vehicle ($30,000)

FY98 Planned Projects

Broadmeadow School Architect ($212,300)
High School Boiler ($269,067)
High School Painting ($81,890)
Traffic Signal Replacement ($40,000)
DPW Equipment Replacement ($655,867)
Tennis Court Reconstruction ($30,000)
Fire Dept. Engine 6 ($280,000)

FY99 Planned Projects

Broadmeadow School Construction ($5,094,411)
Traffic Signal Replacement ($40,000)
DPW Equipment Replacement ($498,337)
Engineering Study-Rosemary Pool ($22,000)
Fire Dept. Engine 5 (300,000)

VI. REQUESTED PROJECTS: NO RECOMMENDATION FOR FUNDING

At this time there is not sufficient justification or available funding to recommend the following projects.

Lights-DeFazio Field ($118,000)
Construct Basketball Courts at DeFazio Field ($28,000)
Library Renovations (unknown)
Sewer Construction-By Petition ($2,250,000)

PLANNING BOARD SUMMARY

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following brief report regarding its zoning amendment articles in the 1994 Annual Town Meeting Warrant. This year there are three citizen petition zoning articles, and four zoning articles submitted by the Planning Board. In accordance with its usual custom, the Board will also make a more detailed report available to all Members who attend Town Meeting in May.

RE: ARTICLE 6: CHANGES TO SECTION 3, USE REGULATIONS OF THE ZONING BY-LAW

This article amends the Zoning By-law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts and Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting new subheadings which read: Agriculture, Public, Semi-Public & Institutional, Residence, Business, Manufacturing and Accessory. The subheadings are necessary to the Schedule of Use Regulations as their absence has occasionally caused confusion during regulation interpretation.

RE: ARTICLE 7: PUBLIC, SEMI-PUBLIC AND INSTITUTIONAL USE IN RURAL RESIDENCE - CONSERVATION, SINGLE RESIDENCE A, SINGLE RESIDENCE B AND GENERAL RESIDENCE DISTRICTS

This article amends the Zoning By-law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, by establishing new dimensional and screening requirements for buildings and structures devoted to a public, semi-public or institutional use.

In a Single Residence A District, a building or structure devoted to a public, semi-public or institutional will have a minimum front yard setback of thirty-five (35) feet and a minimum side and rear yard setback of twenty-five (25) feet. In a Single Residence B or General Residence District, a building or structure devoted to a public, semi-public or institutional will have a minimum front yard setback of twenty-five (25) feet and a minimum side and rear yard setback of twenty-five (25) feet. The front yard setback area will be kept open and landscaped with grass or other plant materials, and will be unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front, side or rear yard setback, as described above, to that required in the underlying district for a residential use. In acting upon applications for such reductions, the Board of Appeals will consider the following, in addition to the criteria for special permits generally: (a) whether and by how much building scale will exceed nearby structures; (b) whether, and by how much, shadowing on abutting land or streets will be increased, or privacy will be diminished; (c) whether any resulting building prominence is appropriate, in light of the functional or symbolic role of the structure; (d) whether there are fire protection concerns created by the reduction; (e) whether the requested reduction is necessary for the proposal to proceed; and (f) what the community benefits are from the proposal, including consideration of taxes, employment, and service. Buildings and structures on any lot in a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence District, devoted to a public, semi-public or institutional use will have a maximum Floor Area Ratio of 0.3 and will not cover more than fifteen (15) of the lot area.

A landscaped transition and screening area twenty-five (25) feet in width will be provided along those segments of the lot lines necessary to screen the public, semi-public or institutional use from buildings located on abutting lots. The Board of Appeals may by Special Permit authorize certain reductions to minimum transition area requirements where the side of a building, a barrier and/or land between the building and lot line has been specifically designed, through a combination of architectural and landscaping techniques, to minimize potential adverse impacts on abutting lots.

RE: ARTICLE 8: CHANGES TO SECTION 7.5.2, SPECIAL PERMITS

This article amends the Zoning By-law, Section 7.5.2, Special Permits, by incorporating revised procedural requirements, review criteria, approval conditions, and security requirements for special permits.

RE: ARTICLE 9: CHANGES TO SECTION 4.2.6, RESIDENTIAL COMPOUND REGULATIONS

This article amends the Zoning By-law, Section 4.2.6, Residential Compound, by replacing any reference to "Exclusive Use Area" with a reference to "Lot", by prohibiting land which is subject to a perpetual restriction of the type described in G.L.c. 184 section 31 or any restriction similar thereto from being included in the minimum tract size, by eliminating plan review by the Design Review Board and by modifying plan submittal requirements.

The Planning Board would like to point out that there are three Citizen Petition zoning articles in the 1994 Annual Town Meeting Warrant. The Board will present its recommendations on these articles at the Annual Town Meeting.

REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department proposed for Fiscal Year 1995 is 4.99 million dollars with 2.79 million earmarked for salaries, 1.51 million for Purchase of Service, and 0.48 million for expenses. As in prior years, a considerable amount of money found in the Public Works Budget is actually expended for the benefit of other Town agencies. In an effort to assist Town Meeting Members to understand a most complex budget that comprises 71 pages of statistical data, the following information is provided. Of the $319,041. requested for the Engineering Division, $29,889. is for service to the Assessor's Department, $21,299. for the Planning Board, and $25,157. for other Town agencies. Of the $608,598. requested in the Park Division, $192,616. is to service the needs of the Park and Recreation Commission, $34,327. for the Conservation Commission at Ridge Hill, and $85,421. for Memorial Park.

The Public Works Budget contains the same basic services from year to year, the cost of which generally follows the rate of inflation. There is one specific exception to this theory; namely the cost of solid waste collection and disposal.

The solid waste costs are primarily tax supported, and the increases must be absorbed by the Public Works Budget. A significant effort has been made to control the spiraling waste disposal costs by expanding the Town's participation in recycling to reduce the waste stream that ultimately is shipped to Wheelabrator in Millbury, Massachusetts. The passage of the Mandatory Recycling Article at the 1990 Town Meeting was the first step in making those non-recycling residents aware of the magnitude of the solid waste problem. Since that mandate which addressed mainly papers and glass, the composting of leaves and yardwaste, tin cans, corrugated cardboard, metal, tires and appliances has been added and the result has been a significant reduction in the waste stream.

The Disposal Sticker Program established by vote of the 1991 Town Meeting to raise $150,000 to offset a cut of $167,923. in the Public Works Budget was implemented on December 1, 1991. Revenues totaling more than $198,848. were collected in Fiscal Year 1993 through the issuance of 11,900 stickers.

The Public Works Department, with assistance from the Solid Waste Disposal and Recycling Advisory Committee, has established the Guaranteed Annual Tonnage to be committed to Wheelabrator for the 15 year balance of the 20 year contract. This tonnage was set at 8,500, effective July 1, 1991.

Perhaps another statistic that would provide helpful to Town Meeting Members is the amount of revenue brought into the Town each year through the direct and indirect efforts of the Department. As a result of increased user charges, previously established by the Selectmen, a total of $2,539,967. was received from various sources in Fiscal Year 1993. It is reasonable to assume that at least 2.8 million dollars will be received in Fiscal Years 1994 and 1995.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting:

RE: ARTICLE 4 AUTHORIZATION TO EXPEND STATE FUNDS

Continuing changes in what was formerly known as the Chapter 90 Program require an affirmative vote on this Article to ensure the receipt of funds from the Commonwealth. The Article merely authorizes the Board of Selectmen to contract with the State for maintenance projects on eligible Town roads. Funds borrowed by the Town and reimbursed by the State will be dedicated to resurfacing existing pavements on Public Ways, or to address traffic improvements.

RE: ARTICLE 28 CONTINUE REVOLVING FUND - YARD WASTE PROCESSING

Through the efforts of the Highway Division Superintendent, the DPW was granted a $180,000. wood waste grinding machine. This machine, based in Needham, will service Needham and several other communities. It will be operated via sub-contract by a private vendor. This reduces the cost of disposal for wood and certain yard wastes to only operations expense and maintenance costs versus a contract service cost. The fund serves as the operating fund to conduct this work in Needham and throughout the various communities. The communities pay into the fund proportionally to the work accomplished.

RE: ARTICLE 32 ENTER INTO RECYCLING CONTRACT

The Solid Waste Disposal and Recycling Advisory Committee (SWD/RAC) has recommended that the Board of Selectmen enter into a 5 year contract, with a 5 year extension option, with Prins Recycling Inc. for the disposal of certain recyclable items.

RE: ARTICLE 33 HOUSEHOLD HAZARDOUS WASTE COLLECTION

The Town of Needham has not conducted a Collection for nearly 5 years. The residents continually contact the DPW, Fire Department, Board of Health and the Selectmen's Office to inquire as to the next scheduled Collection day. It is the DPW and these other Departments' belief that there is a significant quantity of hazardous materials accumulated. If it is not disposed of properly, these materials find their way into the solid waste stream which enters either the landfill, or incinerated at Millbury, or poured down the house drains entering the sewer system, or dumped into storm drains. It is recommended that annual collections be undertaken.

RE: ARTICLE 36 ADA BUILDING ALTERATIONS AT DPW

There are numerous activities occurring within the DPW Building which involve daily interaction with the public. These activities include conducting business for solid waste disposal, recycling, water and sewer billing, informational inquiries, request for engineering plans, and work or repair requests. All Building Department business, including building, plumbing and electrical permits, as well as the future Planning Board business and current Conservation Commission business, are conducted within the DPW Building; primarily on the second floor. Statutorily required and advertised Conservation Commission and Planning Board hearings, as well as numerous other committees utilize the DPW second floor Conference Room to conduct their business. All of these are currently handicap inaccessible.

RE: ARTICLE 37 ADA REQUIRED SIDEWALK RAMPS

The ADA Transition Plan has identified that regardless of the accessibility into the various Town buildings, handicap access to and around the Town buildings needs to be addressed. This work includes sidewalk ramps in surrounding sidewalks, crosswalks, parking lots, and etc. As many as 35 ramps will be installed at 12 buildings, fields or facilities.

RE: ARTICLE 38 SCHOOL ZONE TRAFFIC IMPROVEMENTS

The re-opening of the Newman School, especially as an elementary school, has caused the examination of safety hazards which affect the children who attend this school. The officials at St. Sebastian School have examined numerous ways of safely crossing students across Greendale Avenue. Unfortunately, the simpler methods are not satisfactory. The other methods are prohibitively expensive and impractical.

RE: ARTICLE 39 LANDFILL COMPACTOR REPLACEMENT

Several changes have occurred which allowed the Town to continue the operation of the landfill beyond the January 1, 1994 closing date. This extended operating period will require the DPW to obtain a landfill compactor.

RE: ARTICLE 40 SEWER SYSTEM REHABILITATION

This program is an on-going three step process to reduce the extraneous and/or illegal clear water flow overloading portions of the Needham Sewer System. The first step is an Infiltration/Inflow (I/I) analysis of the entire Town Sewer System to determine the general locations and magnitude of the problem. The second step is the Sewer System Evaluation Study (SSES) to assess the problem areas in detail and identify the appropriate corrective action. The third step is to design and undertake the corrective action. Specifically, this funding is being proposed to address a serious inflow problem which is causing sewage to back-up into homes in the Washington Avenue and Sargent Street neighborhoods.

RE: ARTICLE 41 STORM DRAINAGE IMPROVEMENTS

The Department is continuing an on-going program to construct or extend surface drainage to areas where no drainage exist. This is to prevent the flooding from Town streets or properties onto private property, and to reduce the use of sanitary sewers for the removal of surface water run-off.

RE: ARTICLE 42 COOKS BRIDGE PUMP STATION/GENERATOR

Since the construction of the Cooks Bridge Housing Complex and the conversion of the previous pump station in 1980, there have been continued operational malfunctions resulting in sewage repeatedly flooding several housing units. Furthermore during power failures, the pump station is rendered inoperable. This Article proposes to replace the pumping equipment and to install an Auxiliary power generator.

RE: ARTICLE 43 WATER SYSTEM REHABILITATION

The Department is continuing the program of improving and modernizing the Town's water system. Numerous locations throughout Town have been identified, either by age, by water pressure or quality problems, or frequent main breaks, as needing relining or replacement. The recent enactment of the Federal and State Safe Drinking Water Act (SDWA) regulations have caused the DPW to seek out and identify those portions of the system where the portion of the service connections to homes and businesses within the public way may contain lead components. These will most likely be required to be eliminated. The Water Division is coordinating with other DPW Divisions to undertake this and other work necessary below ground prior to any roadway pavement improvements.

RE: ARTICLE 44 SOLID WASTE TRANSFER TRAILER

The third of three 107 cubic yard transfer trailers used to transport Needham's solid waste to Millbury has been in service for over five years. Due to the heavy wear and tear on them, the trailers are experiencing more frequent repairs and increasing "down-time". The DPW replaced one trailer in FY 1993 and one trailer will be replaced in FY 1994. The trailers will most likely be placed on a three year replacement schedule with one trailer replaced each year.

RE: ARTICLE 45 RECYCLING EXPANSION - PHASE 2

The 1990 Town Meeting adopted a Mandatory Recycling Article. This was in preparation for the anticipated Massachusetts Solid Waste Master Plan which was targeting a significant portion of the waste stream to be recycled. It was also in anticipation of setting our Guaranteed Annual Tonnage (GAT) to be delivered to Millbury for the balance of the 20 year contract. Since that time the DPW has worked to expand the participation using various methods. Unfortunately these efforts have been stymied by the lack of space and flexibility within the existing Recycling Area. The Highway Superintendent has developed several conceptual solutions to achieve greater flexibility to adjust to market trends and disposal options. The concepts that appear to offer the greatest potential involve a re-channelization of the vehicle traffic. This would involve a new traffic flow pattern offering greater ease of access to and an expansion of the various items to recycle. It would also offer better control in allowing direct access to individual drop-off areas, such as the yard waste and composting area. In order to achieve our recycling goals, these changes need to take place. We have maximized the capacity of the current facility. During FY 1994, Town Meeting appropriated money to undertake the site work necessary to allow for greater participation. The FY 1995 request will complete the project through the purchase of collection containers, sorting equipment, and improvements to the electrical power supply.

RE: ARTICLE 46 SOLID WASTE TRANSFER BUILDING

In order to continue the reliable disposal of the Town's solid waste, a method is needed for handling the continuous solid waste flow during peak volume periods, as well as during equipment repair periods. The ability to hold the peak solid waste volume is proposed to be accomplished by means of an addition to the Transfer Station Building.

RE: ARTICLE 51 REPLACEMENT OF TRAFFIC SIGNAL CONTROL EQUIPMENT

The Department operates and maintains 15 intersections fully controlled by traffic signals and appurtenant equipment. An additional 5 intersections are controlled by flashing beacons. The age of the control equipment ranges from 2 to 20 years. Many of the older electro-mechanical controllers are obsolete and unreliable. Repair parts are not readily available and the systems must be operated in a flashing mode for sustained periods of time. The DPW is proposing to replace one traffic signal controller each year for the next five years. During FY 1995 the May Street, Highland Avenue and Chapel Street intersection will be addressed.

RE: ARTICLE 52 SIDEWALK RECONSTRUCTION

As a result of the level funding of street maintenance functions during the last several years, sidewalks have received less attention in the hierarchy of street maintenance. The School Department's decision to reduce funding for bus transportation has required that more school age children walk longer distances to school. This has placed greater emphasis on the condition of sidewalks along designated walking routes. In anticipation of recommendations from the School Safety Advisory Committee, the DPW proposes to address the repair and repaving of the sidewalks along specific walking routes. The work proposed in this request is strictly for existing sidewalks.

RE: ARTICLE 53 DPW EQUIPMENT REPLACEMENT

This is the first year that the DPW equipment Replacement Program has been isolated from the DPW Operating Budget. Nearly 30 years ago the DPW developed an equipment maintenance management program which included the replacement of all equipment on a pre-determined schedule, based upon age. Although unable to replace all of the equipment as desired, the DPW has managed to hold to the framework of the replacement schedule. The FY 1995 program proposes to replace 3 full size dump trucks, one small dump truck, one front-end loader, one small tractor and one sedan.

RE: ARTICLE 56 OBSTRUCTION OF SIDEWALKS

The DPW's experience plowing sidewalks during the 1992-1993 and 1993-1994 winter seasons have shown that despite the best efforts of the DPW tractor operators and factoring the limitations of the tractors themselves, the ability to provide an acceptable result is further complicated by the practice of private plowing contractors and property owners. Snow banks blocking the already plowed sidewalks, which are left by these contractors or owners, make it extremely difficult for small children to navigate these obstacles. This requires the DPW to spend several additional days and committing extra personnel to the re-plowing of over 52 miles of sidewalks designated by the School and Police Departments as safe walking routes. Along with this situation the DPW has also encountered difficulties during the past two seasons with residents and private plowing contractors. During and following the various storms residents and private plowing contractors are either doing a poor or an incomplete job leaving significant amounts of snow in the roadways causing the Town crews to continue plowing for several additional hours in order to clean up the mess.

GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE

Of Funded Full-Time Equivalent Positions

(Excludes Summer/Seasonal Positions)

GENERAL GOVERNMENT

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Assessors					
Administrative Assessor	M-2	1.00	1.00	1.00	$42,762 - $51,035
Asst. Administrative Assessor	T-14	1.00	1.00	1.00	$28,770 - $38,180
Administrative Coordinator	T-10	1.00	1.00	1.00	$22,206 - $29,301
Department Specialist	T-9	1.00	1.00	1.00	$20,641 - $27,228
Department Assistant 3	T-8	1.00	1.00	1.00	$19,079 - $25,153
Department Assistant 2	T-7	1.00	1.00	1.00	$17,747 - $23,388
Subtotal:		6.00	6.00	6.00	
Board of Health					
Director	M-2	0.53	0.80	0.80	$42,762 - $51,035
Sanitarian	T-15	1.00	1.00	1.00	$31,077 - $41,239
Nutritionist	T-14	1.00	.67	0.67	$28,770 - $38,180
Public Health Nurse	T-15	1.25	1.25	1.25	$31,077 - $41,239
Administrative Assistant	T-9	1.00	1.00	1.00	$20,641 - $27,228
Subtotal:		4.78	4.72	4.72	
Selectmen					
Town Administrator	NA	1.00	1.00	1.00	$70,000
Sr. Administrative Coordinator	S-11	1.00	1.00	1.00	$23,333 - $30,798
Senior Building Custodian	T-10	1.00	1.00	1.00	$22,206 - $29,301
Department Assistant 1	T-6	1.13	1.13	1.13	$16,765 - $22,081
Department Assistant 3	T-8	0.00	0.00	0.35	$19,079 - $25,153
unior Building Custodian	T-5	1.43	1.43	1.43	$15,837 - $20,854
Subtotal:		5.56	5.56	5.85	
Building					
nspector of Buildings	M-2	1.00	1.00	1.00	$42,762 - $51,035
Plumbing & Gas Inspector	S-14	0.53	0.53	0.80	$28,770 - $38,180
Wiring Inspector	S-14	0.50	0.50	0.53	$28,770 - $38,180
Administrative Assistant	T-9	1.00	1.00	1.00	$20,641 - $27,228
Department Assistant 2	T-7	1.00	1.00	1.00	$17,747 - $23,388
Building Inspector Substitute	Sch C	0.00	0.00	0.53	$13.50/hour
Code Enforcement Officer	Sch C	0.25	0.25	0.25	$13.50/hour
Subtotal:		4.28	4.28	5.11	
Council on Aging					
xecutive Director	M-1	1.00	1.00	1.00	$37,312 - $44,529
ssociate Director	T-13	1.00	1.00	1.00	$26,638 - $35,349
utreach Worker	T-12	0.92	0.92	1.00	$24,677 - $32,746
ssistant	Sch C	0.47	0.47	1.15	$9.45/hour
lerk, C.O.A. P/T	Sch C	0.13	0.13	0.00	$9.45/hour
rogram Coordinator	Sch C	0.19	0.19	0.19	$12.17/hour
enior Building Custodian	T-10	0.23	0.23	0.23	$22,206 - $29,301
Subtotal:		3.94	3.94	4.57	

GENERAL GOVERNMENT, Continued

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Park & Recreation					
Director	M-2	1.00	1.00	1.00	$42,762 - $51,035
Assistant Director	T-13	1.00	1.00	1.00	$26,638 - $35,349
Administrative Assistant	T-9	1.00	1.00	1.00	$20,641 - $27,228
Department Assistant 2	T-7	0.53	0.53	0.53	$17,747 - $23,388
Subtotal		3.53	3.53	3.53	
Personnel					
Director	M-2	1.00	1.00	1.00	$42,762 - $51,035
Administrative Assistant	S-9	1.00	1.00	1.00	$20,641 - $27,228
Department Specialist	S-9	1.00	1.00	1.00	$20,641 - $27,228
Subtotal:		3.00	3.00	3.00	
Planning					
Director	M-2	1.00	1.00	1.00	$42,762 - $51,035
Administrative Assistant	T-9	1.00	1.00	1.00	$20,641 - $27,228
Subtotal:		2.00	2.00	2.00	
Town Clerk					
Town Clerk	Elected	1.00	1.00	1.00	$50,000
Assistant Town Clerk	T-10	1.00	1.00	1.00	$22,206 - $29,301
Department Assistant 2	T-7	2.00	2.00	2.00	$17,747 - $23,388
Department Assistant 1	S-6	0.24	0.24	0.24	$16,765 - $22,081
Subtotal:		4.24	4.24	4.24	
Veterans Services					
Director	Sch C	0.80	0.80	0.53	$37,312 - $44,529
Department Assistant 3	T-8	0.53	0.53	0.53	$19,079 - $25,153
Subtotal:		1.33	1.33	1.06	
Youth Commission					
Director	M-1	1.00	1.00	1.00	$37,312 - $44,529
Youth Services Counselor	T-12	1.00	1.00	1.00	$24,677 - $32,746
Caseworker	T-13	0.00	0.00	0.61	$26,638 - $35,349
Subtotal:		2.00	2.00	2.61	
Accounting					
Town Comptroller	M-2	1.00	1.00	1.00	$42,762 - $51,035
Administrative Specialist	T-10	1.00	1.00	1.00	$22,206 - $29,301
Department Specialist	T-9	1.00	1.00	1.00	$20,641 - $27,228
Department Assistant 3	T-8	0.80	0.80	0.80	$19,079 - $25,153
Subtotal		3.80	3.80	3.80	
Retirement					
Administrative Specialist	T-10	1.00	1.00	1.00	$22,206 - $29,301
Department Assistant 2	T-7	0.53	0.53	0.53	$17,747 - $23,388
Subtotal:		1.53	1.53	1.53	
Finance					
Director	M-4	0.00	0.00	0.00	$54,262 - $64,760
Subtotal:		0.00	0.00	0.00	

GENERAL GOVERNMENT, Continued

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Data Processing					
Director	M-3	1.00	1.00	1.00	$47,422 - $56,597
Senior Systems Analyst	T-16	1.00	1.00	1.00	$33,556 - $44,528
Systems Analyst	T-13	1.00	1.00	1.00	$26,638 - $35,349
Programmer/Computer Operator	T-11	1.00	1.00	1.00	$22,206 - $29,301
Computer Operator	T-10	1.00	1.00	1.00	$20,641 - $27,228
Control Clerk	T-9	1.00	1.00	1.00	$20,641 - $27,228
Subtotal:		6.00	6.00	6.00	
Treasurer					
Treasurer/Collector	M-2	1.00	1.00	1.00	$42,762 - $51,035
Administrative Coordinator	T-10	1.00	1.00	1.00	$22,206 - $29,301
Department Specialist	T-9	1.00	1.00	1.00	$20,641 - $27,228
Department Assistant 3	T-8	1.90	1.30	1.30	$19,079 - $25,153
Department Assistant 2	T-7	1.00	1.00	1.00	$17,747 - $23,388
Department Assistant 1	T-6	0.47	0.47	0.47	$16,765 - $22,081
Subtotal:		6.37	5.77	5.77	
Library					
Director	M-2	1.00	1.00	1.00	$42,762 - $51,035
Assistant Director	S-15	1.00	1.00	1.00	$31,077 - $41,239
Reference Supervisor	S-14	1.00	1.00	1.00	$28,770 - $38,180
Childrens Librarian	S-13	1.00	1.00	1.00	$26,638 - $35,349
Cataloger	S-13	1.00	1.00	1.00	$26,638 - $35,349
Reference Librarian	S-12	1.00	1.00	1.00	$24,677 - $32,746
Circulation Supervisor	S-10	1.00	1.00	1.00	$22,206 - $29,301
Assistant Children's Librarian	S-9	1.00	1.00	1.00	$20,641 - $27,228
Assistant Cataloger	S-9	1.00	1.00	1.00	$20,641 - $27,228
Senior Building Custodian	S-9	1.00	1.00	1.00	$20,641 - $27,228
Department Assistant 3	T-8	1.00	1.00	1.00	$19,079 - $25,153
Library Assistant 2	S-7	2.00	2.00	2.00	$17,747 - $23,388
Jr. Building Custodian	T-5	1.00	1.00	1.00	$15,837 - $20,854
Reference Librarian P/T	Sch C	0.72	1.20	1.20	$11.57/hour
Library Assistant 2 P/T	Sch C	3.40	4.51	4.33	$ 8.03/hour
Jr. Building Custodian P/T	Sch C	0.19	0.32	0.32	$ 8.67/hour
Page	Sch C	2.20	2.54	2.50	$5.11 - $5.42/hour
Subtotal:		20.51	22.57	22.35	
GENERAL GOVERNMENT TOTAL:		**78.87**	**80.27**	**82.14**	
Other					
Animal Inspector	Sch C	n/a			$ 3,322.61/year
Conservation Officer	Sch C	n/a			$13.50/hour
Finance Comm. Exec. Secretary	Sch C	n/a			$12,517.71/year
Town Counsel	Sch C	n/a			$45,400.91/year
Director, Civil Defense	Sch C	n/a			$ 3,000/year
Sealer of Weights & Measures	Sch C	n/a			$ 7,657.77/year
Comm. Sec. Board of Appeals	Sch C	n/a			$11.72/hour
Recording Secretary P/T	Sch C	n/a			$11.72/hour

POLICE DEPARTMENT

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Chief	M-5	1.00	1.00	1.00	$61,568 - $73,478
Lieutenant	P-4	3.00	3.00	3.00	$41,002 - $48,139
Sergeant	P-3	8.00	8.00	8.00	$34,058 - $36,590
Patrolman	P-2	38.00	38.00	38.00	$27,357 - $30,493
Animal Control Officer	PB-1	1.00	1.00	1.00	$24,677 - $33,401
Administrative Specialist	T-10	1.00	1.00	1.00	$22,206 - $29,301
Maintenance Worker/Custodian	S-10	1.00	1.00	1.00	$22,206 - $29,301

POLICE DEPARTMENT (Continued)

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Department Assistant 2	T-7	1.00	1.00	1.00	$17,747 - $23,388
Traffic Supervisor	Sch C	1.86	1.86	1.86	$12.49/hour
Parking Enforcement Attendant	S-6	0.93	0.93	0.93	$16,765 - $22,081
Subtotal:		56.79	56.79	56.79	

FIRE DEPARTMENT

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Fire Chief	M-5	1.00	1.00	1.00	$61,568 - $73,478
Deputy Fire Chief, Operations	F-4	1.00	1.00	1.00	$41,319 - $47,010
Deputy Fire Chief	F-4	4.00	4.00	4.00	$37,731 - $41,497
Fire Captain	F-3	2.00	2.00	2.00	$35,174 - $36,273
Fire Lieutenant	F-2	6.00	6.00	6.00	$30,343 - $33,371
Firefighter	F-1	54.00	54.00	54.00	$25,506 - $29,019
Asst., Super., Fire Alarm	FA-2	1.00	1.00	1.00	$30,932 - $35,775
Lineman	FA-1	0.00	0.00	0.00	$26,824 - $30,932
Management Analyst	T-15	1.00	1.00	1.00	$31,077 - $41,239
Department Assistant 3	T-8	1.00	1.00	1.00	$19,079 - $25,153
Subtotal:		71.00	71.00	71.00	

DEPARTMENT OF PUBLIC WORKS

TITLE	GRADE	FUNDED FY 92	FUNDED FY 93	FUNDED FY 94	CURRENT SALARY RANGE
Director	M-5	1.00	1.00	1.00	$61,568 - $73,478
Town Engineer	M-3	1.00	1.00	1.00	$47,422 - $56,597
Division Super. Highway	M-2	1.00	1.00	1.00	$42,762 - $51,035
Division Super. Parks	M-2	1.00	1.00	1.00	$42,762 - $51,035
Division Super. Sewer/Water	M-2	1.00	1.00	1.00	$42,762 - $51,035
Division Super. Water	M-2	1.00	1.00	0.00	$42,762 - $51,035
Garage & Equipment Supervisor	M-1	1.00	1.00	1.00	$37,312 - $44,529
Senior Engineer	S-15	1.00	1.00	1.00	$28,770 - $38,180
General Foreman	S-14	2.00	2.00	4.00	$28,770 - $38,180
Senior Draftsman	S-12	2.00	2.00	2.00	$24,677 - $32,746
Survey Party Chief	S-13	2.00	2.00	2.00	$26,638 - $35,349
Senior Administrative Coordinator	T-11	1.00	1.00	1.00	$23,333 - $30,798
Department Assistant 2	T-7	3.00	3.00	3.00	$17,747 - $23,388
Master Mechanic	W-8	1.00	1.00	1.00	$12.79 - $14.83/hour
Working Foreman	W-6	9.00	11.00	11.00	$11.90 - $13.76/hour
Equipment Mechanic	W-6	3.00	3.00	3.00	$11.90 - $13.76/hour
Shovel Operator	W-6	2.00	2.00	2.00	$11.90 - $13.76/hour
Public Works Specialist	W-6	0.00	1.00	1.00	$11.90 - $13.76/hour
Garage Mechanic	W-4	1.00	1.00	1.00	$11.03 - $12.79/hour
Heavy Motor Equipment Operator	W-4	14.00	11.00	11.00	$11.03 - $12.79/hour
Dispatcher	W-4	1.00	1.00	1.00	$11.03 - $12.79/hour
Craftsman	W-4	12.00	13.00	15.00	$11.03 - $12.79/hour
Tree Climber	W-4	2.00	2.00	2.00	$11.03 - $12.79/hour
Pumping Station Operator	W-4	2.00	2.00	2.00	$11.03 - $12.79/hour
Meter Repair	W-4	1.00	1.00	1.00	$11.03 - $12.79/hour
Water Meter Reader	W-3	1.00	1.00	0.00	$10.63 - $12.40/hour
Maintenance	W-3	4.00	3.00	1.00	$10.63 - $12.40/hour
Laborer	W-1	5.00	8.00	8.00	$9.95 - $11.45/hour
Subtotal:		76.00	78.00	79.00	
GRAND TOTAL:		**282.66**	**286.06**	**288.93**	

NEEDHAM PUBLIC SCHOOLS SALARY AND STAFFING SCHEDULE

As of January, 1994

CLASSIFICATION	NUMBER OF EMPLOYEES	FULL TIME EQUIVALENCE	MINIMUM	MAXIMUM
Superintendent	1	1		$89,354 yr.
Assistant Superintendent	1	1		$74,611 yr.
Assistant Superintendent, Admin/Fin.	1	1		$69,000 yr.
Dir. Pupil Personnel	1	1		$67,683 yr.
Academic Advisors	48	3.0	$726 yr.	$2,601 yr.
Coaches/Assistant Coaches	56		$1,636 yr.	$5,569 yr.
Nurse	5	5	$20,163 yr.	$26,401 yr.
Transportation Coordinator	1	1	$20,427 yr.	$25,079 yr.
Media Technician/Aide	3	3	$20,427 yr.	$28,132 yr.
Teacher	286	269.6	$22,987 yr.	$50,452 yr.
M.S. House Administrator	2	2	$41,870 yr.	$57,770 yr.
Director Building & Grounds	1	1	$42,308 yr.	$46,611 yr.
Director	3	2.2	$43,235 yr.	$60,259 yr.
Director Elementary Education	1	1	$44,646 yr.	$61,670 yr.
Director of Special Education	1	1	$44,646 yr.	$61,670 yr.
Elementary Principal	5	5	$45,442 yr.	$65,548 yr.
H.S. Asst. Principal	1	1	$45,935 yr.	$64,276 yr.
Middle School Principal	1	1	$50,347 yr.	$69,462 yr.
High School Principal	1	1	$55,270 yr.	$76,727 yr.
Department Chairs	5	2.0	$42,049 yr.	$58,554 yr.
Elementary Asst. Principal	1	1	$39,828 yr.	$55,099 yr.
School Aide	13	7	$6.36 hr.	$8.21 hr.
Mail Carrier	1	0.5		$8.67 hr.
Secretary	40	38	$7.30 hr.	$16.54 hr.
Notetaker (School Committee)		10 hours per month		$15.00 hr.
Custodian	33	33	$10.46 hr.	$13.06 hr.
Teacher Aide	16	16	$10.20 hr.	$16.88 hr.
Maintenance	6	6	$11.14 hr.	$14.66 hr.
Accounting Clerk	2	2	$11.27 hr.	$13.53 hr.
Payroll Clerk/Supervisor	2	1.75	$11.27 hr.	$15.60 hr.
Warehouse Person	1	0.5	$12.69 hr.	$14.66 hr.
Craftsman	3	3	$13.52 hr.	$16.64 hr.
Special Education Tutor	10	6.56	$10.20 hr.	$17.17 hr.
Administrative Assistant	2	2	$16.44 hr.	$22.24 hr.
Electrician	1	1	$15.52 hr.	$19.96 hr.
Bus Driver	1	1		$10.86 hr.
Long Term Substitute	3	3.0		$66.81/day

Notes

Notes

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

7:30 P.M.

WEDNESDAY, MAY 4, 1994

NEWMAN SCHOOL

CENTRAL AVENUE NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Elementary School in said Town on:

WEDNESDAY, THE FOURTH DAY OF MAY, 1994

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND THE ZONING BY-LAW

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, so that the regulations applicable to municipal buildings shall continue to apply to buildings constructed and/or utilized for a municipal use, notwithstanding the sale, lease or other deposition thereby the Town, and/or the use thereof for other than municipal purposes.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDATION: Recommendation Deferred

ARTICLE 2: AMEND FISCAL YEAR 1994 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1994 Operating budget, adopted under Article 13 at the 1993 Annual Town Meeting and amended by Article 2 of the November 1993 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended;

or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3 AMEND GENERAL BY-LAWS 2.6.3

To see if the Town will vote to amend the Needham By-Laws to add paragraph 2.6.3, as follows:

"2.6.3 All sale of cigarettes by machine is prohibited.

Any person who violates sub-section 2.6.3 shall be punished by a fine not exceeding two hundred ($200.00) dollars for each offense. Each sale in violation of sub-section 2.6.3 shall be considered a separate offense. This sub-section may be enforced under the provisions of either section 10.2.1 or 10.2.2. The enforcement agent for the provisions of this by-law shall be any member of the Needham Police Department or any member or agent of the Needham Board of Health."

or take any other action relative thereto.

INSERTED BY: Citizens' Petition
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 12th day of April 1994.

H. Phillip Garrity, Jr., Chairman
Sally B. Davis
Paul Theodore Owens
David F. Eldridge, Jr.
John D. Marr, Jr.

Selectmen of Needham

A TRUE COPY

Attest:

Constable
Andrew Carson

Town Clerk's Office
Needham, MA 02192

ATTN: SPECIAL TOWN MEETING WARRANT

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

8:00 P.M.

WEDNESDAY, MAY 4, 1994

NEWMAN SCHOOL

CENTRAL AVENUE NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Elementary School in said Town on:

WEDNESDAY, THE FOURTH DAY OF MAY, 1994

at eight o'clock in the afternoon, then and there to act upon the following article, viz:

ARTICLE 1: THE SALE OF THE GLOVER HOSPITAL

To see if the Town will vote to authorize the Board of Selectmen and the Trustees of the Glover Memorial Hospital to sell the real estate known as 148 Chestnut Street and 86 School Street, Needham, MA known as the Glover Memorial Hospital and all the fixtures, equipment and personal property, tangible or intangible, of the Glover Memorial Hospital to the Deaconess-Glover Hospital Corporation, under such terms and conditions as said boards deem appropriate, to take any and all action necessary to consummate such sale, to provide for the proper disposition of any or all of the trust funds relating thereto and, to obtain permission to consummate said sale from a court of competent jurisdiction to the extent required,

or take any other action relative thereto.

INSERTED BY: Board of Selectmen and Trustees of the Glover Memorial Hospital

FINANCE COMMITTEE RECOMMENDATION: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 12th day of April 1994.

H. Phillip Garrity, Jr., Chairman
Sally B. Davis
Paul Theodore Owens
David F. Eldridge, Jr.
John D. Marr, Jr.

Selectmen of Needham

A TRUE COPY
Attest:

Constable
Andrew Carson

Town Clerk's Office
Needham, MA 02192

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING
November 1, 1993

ANNUAL TOWN ELECTION
April 11, 1994

ELECTION
(To Break Tie Vote in Precinct C for Write-In Candidates)
Monday, May 2, 1994
7:00 P.M.

ANNUAL TOWN MEETING
May 2, 1994

SPECIAL TOWN MEETING
May 4, 1994
7:30 P.M.

SPECIAL TOWN MEETING
May 4, 1994
8:00 P.M.

printed on recycled paper

SPECIAL TOWN MEETING

November 1, 1993

Pursuant to a Warrant issued by the Selectmen October 12, 1993, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Elementary School on Monday, November 1, 1993, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Checklists were used and 244 voters, including 224 Town Meeting Members, were checked on the list as being present.

The Needham High School Band performed under the direction of Mr. Mark Hickey prior to the call to the meeting.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

At the designation of Rev. Richard A. Horner, President of the Needham Clergy Association, Rabbi Dr. Rifat Sonsino, Temple Beth Shalom, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.

4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.

5. Short motions to amend and procedural motions need not be in writing.

Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker <u>either</u> makes any reference whatsoever to the existence or presence of cameras within the hall <u>or</u> within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there are more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to omit the reading of the substance of each article when reached.

Gerald A. Wasserman, Chairman of the Needham School Committee, made a special dedication of the Newman Elementary School Auditorium as the Carleton Memorial Auditorium in memory of Marcia and Robert Carleton, former Selectman and Town Meeting Member respectively. Mr. John D. Marr, Jr., Chairman, Board of Selectmen, joined in this special dedication as well as Margot Carleton on behalf of her sister, Karen, and brother, Jeff. The Needham High School Band concluded this special dedication with a rendition of "America The Beautiful".

ARTICLE 1: TRANSFER CARE, CUSTODY AND CONTROL OF GLOVER HOSPITAL

To see if the Town will vote to transfer the care, custody and control of the real estate owned by the Town that is presently under the care, custody and control of the Trustees of the Glover Memorial Hospital to the Board of Selectmen for general municipal purposes and for the purpose of disposing by sale or otherwise of all or part of the property; or to take any other action relative thereto.

MOVED: That the Town vote to transfer the care, custody and control of the real estate owned by the Town that is presently under the care, custody and control of the Trustees of the Glover Memorial Hospital to the Board of Selectmen for general municipal purposes and for the purpose of disposing by sale or otherwise of all or part of the property.

A motion to amend was offered by Mr. Robert T. Heald that the main motion be amended by adding the following words to the end thereof: "and further that such real estate that is already under the control of the Board of Selectmen, for hospital purposes that is being used by the Glover Memorial Hospital, shall be held for general municipal purposes and for the purpose of disposing by sale or otherwise".

Mr. John H. Cogswell, Town Meeting Member and Vice Chairman, addressed this article on behalf of the Glover Memorial Hospital Board of Trustees. He reviewed the history of the hospital and the growing concern by the Trustees of the hospital's ability to survive in the changing health care environment. Why? National and state health care systems are becoming more specific, many HMOs are excluding small community hospitals, municipal procurement requirements are hindering the proposed affiliation with the Deaconness, Blue Cross refused to negotiate an HMO Blue contract with Glover, and competition is becoming more insidious in obtaining good physicians.

It has become obvious that an affiliation with a larger hospital is not going to be enough. The Trustees through an RFP (Request For Proposal) hope to preserve the essential characteristic of a community hospital for a minimum of 5 years. Another criteria will be protection for the hospital employees. Long term land lease rather than outright sale will also be considered.

Mr. Cogswell advised that with passage of this article, the issuance of an RFP would occur in November, receipt of proposals in January, review proposals in February, and return to a Special Town Meeting in late winter. He urged support of this article.

Mr. Paul Theodore Owens, Selectman, addressed this proposal on behalf of the Board of Selectmen. He outlined the following four questions:

1. Where did this article come from? The Board of Selectmen had no idea they would be returning in November to ask Town Meeting to separate the Glover Memorial Hospital from the Town. This article is the result of rapidly changing health care reform, changes in HMO participation at Glover, and the need to affiliate with a larger health care system.

2. What are we trying to accomplish? Tonight, this article asks Town Meeting if it is willing to separate hospital from the Town. This vote will allow the Board of Selectmen to transfer the care and custody of the hospital in order to start the process. The main goals are to maximize proceeds and keep the hospital going for as long as possible. Glover provides vital services to the Town. It is economically beneficial to the Town.

3. What happens if we don't do this? Glover will continue to be a small independent hospital for awhile. However, action should be taken while the hospital is viewed as a viable institution. If the Town fails to act now, it may be left out in the cold.

4. What does the Board of Selectmen recommend and why? The Board of Selectmen believes that this proposal is the best way to preserve the hospital and requests your support.

Mrs. Cynthia J. Chaston, member and liaison to Glover Memorial Hospital, urged support of this proposal on behalf of the Finance Committee. She indicated that the Finance Committee will be very involved in working toward a positive financial impact to the Town.

Also speaking in favor of the motion was Mrs. Lois Sockol, Mr. James Hugh Powers, and Mrs. Mary Ellen (Meg) Hale. Mr. Powers suggested incorporating an emergency preamble in order to eliminate the 20-day referendum period on this article.

A motion to amend was offered by Mr. James Hugh Powers that an emergency preamble be adopted as follows:

Whereas the immediate preservation of the health, safety and convenience of the Town require that the passage of this vote become effective immediately, it is declared to be an emergency measure.

In response to an inquiry from Mr. Robert Todd Pratt, Mr. David S. Tobin, Town Counsel, advised that the Town would have some controls over land and building use in the future through the Zoning By-Laws should the hospital cease to exist.

A motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

Mr. Powers' motion to amend by adding an emergency preamble was presented and carried unanimously by voice vote.

Mr. Heald's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to transfer the care, custody and control of the real estate owned by the Town that is presently under the care, custody and control of the Trustees of the Glover Memorial Hospital to the Board of Selectmen for general municipal purposes and for the purpose of disposing by sale or otherwise of all or part of the property, and further that such real estate that is already under the control of the Board of Selectmen, for hospital purposes that is being used by the Glover Memorial Hospital, shall be held for general municipal purposes and for the purpose of disposing by sale or otherwise. Whereas the immediate preservation of the health, safety and convenience of the Town require that the passage of this vote become effective immediately, it is declared to be an emergency measure.

ARTICLE 2: AMEND FISCAL YEAR 1994 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1993 Operating Budget, adopted under Article 13 at the 1993 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1994 Operating Budget, adopted under Article 13 at the 1993 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, as follows:

Line Item	Appropriation	Changing From	Changing To
011	Garbage Collection	$98,000.	$94,000.
018	Maturing Bonds	867,802.	785,327.
019	Bond Interest	414,613.	314,000.
022	MWRA Sewer Assessment	3,780,500.	3,026,398.
023	MWRA Water Assessment	110,000.	77,263.
211	Finance Committee Reserve	456,477.	676,477.
305	School, Transportation	488,047.	521,767.
417	Building, Salaries	144,797.	154,797.
503	DPW, Expenses	442,155.	453,155.

Mr. Michael Fee, Chairman, Finance Committee, addressed this article with an explanation of the proposed changes in the budget line items. He advised that there is a disagreement tonight in this hall between the School Committee and the Finance Committee. Mr. Fee noted that the Finance Committee is the arm of Town Meeting required to review the budgets of the Town. Through the Education Reform package, $541,100. in State Aid is to be appropriated tonight. The biggest change in this Education Reform legislation is the injection of a formula to be used by towns regarding minimum funding which may increase over the years, but may not decrease. The law took effect this year and this State aid of $541,100. is now available for general appropriation by Town Meeting. The Finance Committee frowns on overrides. Budget requests are reviewed and unexpected, unforeseen expenses do occur in various departments. There is a system in place whereby departments may request a transfer from the reserve fund for these unexpected expenses. $220,000. will be transferred to the Reserve Fund of which $120,000. will be used to transfer to the School Committee for Architects Fees and $100,000. will be available for additional expenses. $321,000. would be appropriated to the Stabilization Fund in Article 3 and the Finance Committee is committed to using this money for the Newman project. In summary, the Finance Committee has three goals - the architects fees will be founded almost immediately, the $100,000. will be set aside to supplement school budget if necessary, and the $321,000. will go to the Stabilization Fund. These goals commit the Town to conservative money management. 100% of these funds would be for the schools.

Dr. Frederick Tirrell, Superintendent of Schools, addressed this proposal. He explained that the Education Reform Bill was passed in June for the purpose of improving public education in Massachusetts. Schools were not being funded equitably across the State. The legislation provides funds and mandates for communities to provide a foundation level of funding for all students. Needham slightly exceeds the basic

level of funding which is allocated at $100. per pupil.

The following motion to amend was offered by Mr. Gerald A. Wasserman:

Line Item	Appropriation	Changing From	Changing To
301	School, Salaries	$16,870,222	16,965,222.
305	School, Transportation	488,047.	590,487.
310	School, Capital Outlay	50,000.	428,100.;

and further to amend the main motion as to Line Item 211, Finance Committee Reserve to strike increase to $676,477. and remain $456,477.

Mr. Wasserman noted that there are many disappointed people in the Education Reform changes. He advised that this money was always to benefit per pupil allocation and expressed concern that programs may be cut if the funds are not available for the School Department. The School Committee has already budgeted $100,000. for Special Education and it is not enough. Of the Education Reform reimbursement, $95,000. was earmarked for the Special Education line item, $68,000. was earmarked for Transportation and Town Meeting was advised of this need last May, $120,000 for architect fees, and $258,100. toward Newman costs. The School Committee plans to phase the renovations to Newman over two Summers in case the designated handicapped school (Mitchell School) is not accessible under the Handicapped Access Law. The School Committee will be back at the next Special Town Meeting with plans for the Newman School. Mr. Wasserman urged support of his amendment.

Also speaking in favor of Mr. Wasserman's amendment was Mr. David Summergrad and Mr. Neil O. Alper.

Mr James Hugh Powers expressed concern that the voters are not going to be amused if they see a spending spree and then we need an override to complete the Newman School building. He advised that the Finance Committee has a good plan and is not proposing to spend the money on anything other than the schools.

Mr. Michael E. Flanagan noted that the City of Boston tops school spending, which proves that more spending is not necessarily better schooling. He urged support for Articles 2 and 3 as written.

After a brief discussion a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote. Seven Town Meeting Members rose to request a count of hands on the motion. The following tellers were sworn in by the Moderator: Meredith P. Page, Richard S. Creem, Foster S. Crook, Harriett D. Tippett, LeRoy J. Nutile, and Betsy M. Tedoldi. The motion was again presented and carried by a count of hands. The hand count was Yes 137 - No 56.

Mr. Wasserman's motion to amend was presented, but it failed to pass by a count of hands. The hand count was Yes 88 - No 111.

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 137 - No 55.

ARTICLE 3: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of $321,000. to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended.

Mr. Michael Fee, Chairman, advised that this article is the second part of the Finance Committee's proposal. In response to an inquuiry from Mr. Patrick J. Hyland, Mr. Fee stated that money in the Stabilization Fund may be used for any lawful purpose, but is not usually used for operating expenses. Removal of funds from the Stabilization Fund requires a two-thirds vote of Town Meeting.

In response to an inquiry from Mrs. Claire Kroll Fusaro, David S. Tobin, Town Counsel, explained that specific funds in the Stabilization Fund cannot legally be earmarked, but as a practical matter, the Finance Committee made a public commitment.

Mr. Thomas M. Alpert expressed concern that if both the Finance Committee and the School Committee think money should go to the same place, isn't there the additional burden of a required two-thirds vote to remove funds from the Stabilization Fund? Mr. Fee explained that the Newman project is a major capital expenditure and that there would be no additional burden since bonding for such a project also requires a two-thirds vote.

A motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 4: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule, effective July 1, 1993; or take any other action relative thereto.

MOVED: That the Town vote to amend the Classification and Standard Rates of Compensation Schedule, effective July 1, 1993.

A motion to amend was offered by Mr. Richard S. Creem that the Town of Needham vote to amend the Classification and Standard Rates of Compensation Schedule, Schedule A, effective 7/1/93, by adding after the classification title "Program Coordinator, Schedule C" the following new classification title "Program Manager" whose Grade shall be "M-1".

Mr. Creem, member of the Personnel Board, explained that the Board of Health has obtained a grant from the new cigarette tax and the funding for the salary of this new position would come from the grant money and not from the Town.

Mr. Michael Fee, Chairman, Finance Committee, noted that the words "no additional funds from the Town" are magic words and thus the Finance Committee supports this proposal.

Mr. Creem's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend the Classification and Standard Rates of Compensation Schedule, Schedule A, effective July 1, 1993, by adding after the classification title "Program Coordinator, Schedule C" the following new classification title "Program Manager" whose Grade shall be "M-1".

FISCAL YEAR 1994
SCHEDULE A
Effective July 1, 1993

Alphabetical listing of Full-time, Part-time (PT) and Seasonal (S) position classifications with compensation grades and schedules:

CLASS TITLE	GRADE/SCHEDULE
Activity Instructor (PT)	Schedule C
Administrative Assessor	M-2
Administrative Assistant	T-9
Administrative Coordinator	T-10
Administrative Specialist	T-10
Animal Control Officer	PB-1
Animal Inspector	Schedule C
Assistant Administrative Assessor	T-14
Assistant Cataloger	S-9
Assistant Children's Librarian	S-9
Assistant, Council On Aging	Schedule C
Assistant Director, Park and Recreation	T-13
Assistant Director of Public Library	S-15
Assistant Superintendent	S-14
Assistant Superintendent, Fire Alarm	FA-2
Assistant Town Clerk	T-10
Associate Director, Council On Aging	T-13
Building Custodian	T-7
Building Inspector, Substitute	Schedule C
Building Monitor	Schedule C
Canvasser	Schedule C
Caseworker	T-13
Cataloger	S-13
Children's Librarian	S-13
Circulation Supervisor	S-10
Clerk	Schedule C
Code Enforcement Officer	Schedule C
Committee Secretary, Board of Appeals	Schedule C
Computer Operator	T-10
Computer Operator/Data Entry	T-9
Conservation Officer	Schedule C
Control Clerk	T-9
Council On Aging, Executive Director	M-1
Department Assistant 3	T-8
Department Assistant 2	T-7
Department Assistant 1	T-6
Department Specialist	T-9
Deputy Fire Chief	F-4
Deputy Fire Chief, Operations	F-4
Director, Management Information Services	M-3
Director of Civil Defense	Schedule C
Director of Finance	M-4
Director of Parks & Recreation	M-2
Director of Public Health	M-2
Director of Public Library	M-2
Director of Public Works	M-5
Director of Veteran's Services	Schedule C
Director of Youth Services	M-1
Division Superintendent, Highway	M-2
Division Superintendent, Parks	M-2
Division Superintendent, Sewer	M-2
Division Superintendent, Water	M-2
Draftsman	S-9
Election Clerk	Schedule C
Election Inspector	Schedule C
Election Warden	Schedule C
Equipment Mechanic	W-6
Equipment Welder	W-6
Finance Committee, Executive Secretary	Schedule C
Fire Captain	F-3
Fire Chief	M-5
Firefighter	F-1
Fire Lieutenant	F-2
Garage and Equipment Supervisor	M-1
Garage Mechanic	W-4
Heavy Motor Equipment Operator	W-4
Inspector of Buildings	M-2
Inspector of Plumbing & Gas	S-14
Inspector of Wires	S-14
Junior Building Custodian	T-5
Junior Building Custodian (PT)	Schedule C
Laborer	W-1
Library Assistant 1	S-6
Library Assistant 1 (PT)	Schedule C
Library Assistant 2	S-7
Library Assistant 2 (PT)	Schedule C
Library Page	Schedule C
Lineman	FA-1
Maintenance Man	W-3
Maintenance Worker/Custodian	S-10
Management Analyst	T-15
Master Mechanic	W-8
Meter Repairman	W-4
Motor Equipment Operator	W-2
Nutritionist	T-14
Outreach Worker, Council on Aging	T-12
Parking Enforcement Attendant	S-6
Parking Enforcement Attendant (PT)	Schedule C
Personnel Director	M-2
Planning Director	M-2
Plumbing and Gas Inspector Substitute (PT)	Schedule C
Police Chief	M-5
Police Lieutenant	P-4
Police Matron (PT)	Schedule C
Police Officer	P-2
Police Sergeant	P-3
Program Coordinator	Schedule C
Program Manager	M-1
Programmer/Computer Operator	T-11
Public Health Nurse	T-15
Public Safety Dispatcher	S-10
Public Works Craftsman	W-4
Public Works Dispatcher	W-4
Public Works Inspector	S-13
Public Works Specialist	W-5
Pumping Station Operator	W-4
Recording Secretary	Schedule C
Recreation Specialist 1 - 5	Schedule C
Reference Librarian	S-12
Reference Librarian (PT)	Schedule C
Reference Supervisor	S-14
Registrar of Voters	Schedule C
Sanitarian	T-15
Sealer of Weights & Measurers	Schedule C
Seasonal Packer/Drivers	Schedule C
Senior Administrative Coordinator	T-11
Senior Building Custodian	T-10
Senior Draftsman	S-12
Senior Engineer	S-15
Senior Systems Analyst	T-16
Shovel Operator	W-6
Student Draftsman and Rodman	Schedule C
Student Intern 1 - 4	Schedule C
Survey Party Chief	S-13
Systems Analyst	T-13
Temporary Laborer	Schedule C
Temporary Janitor	Schedule C
Town Comptroller	M-2
Town Counsel	Schedule C
Town Engineer	M-3
Town Treasurer and Tax Collector	M-2

Traffic Supervisor	Schedule C
Tree Climber	W-4
Water Meter Reader	W-3
Wiring Inspector Substitute	Schedule C
Working Foreman	W-6
Young Adult Librarian	S-12
Youth Center Worker 1 - 5	Schedule C
Youth Services Counselor	T-12

At 10:57 P.M. the following Resolution was offered by the Board of Selectmen:

RESOLUTION

In Memory of Alden Eberly

WHEREAS, Alden Eberly was a long time resident of the Town of Needham, and

WHEREAS, Alden Eberly has a life-time commitment to the children, youth and families of our community, and

WHEREAS, Alden Eberly was a Town Meeting Member for 40 years, and

WHEREAS, Alden Eberly served the Town of Needham as a member of the Park and Recreation Commission for 13 years, and was a member of the Youth Commission for 3 years, and

WHEREAS, Mr. Eberly was a long-standing member of the Carter Memorial United Methodist Church and was honored for his 25 years of leadership serving as Chairman of many boards, and

WHEREAS, Alden Eberly was a well known Needham real estate broker and an active member of the Rotary Club, and

WHEREAS, In 1936, Mr. Eberly began his long-term service and commitment to youth with his many years as an executive with the Y.M.C.A., and

WHEREAS, Alden Eberly was founder and director, from 1973 - 1993, of Program Development Associates which is devoted to the development of youth; a founder and director of the Castle Square Child Development Center which provides day-care for multi-ethnic children, and

WHEREAS, Mr. Eberly believed strongly in the value of sports, especially his love and support of ice hockey.

NOW, THEREFORE, BE IT RESOLVED by this body that this Special Town Meeting be adjourned in honor of Alden Eberly for his outstanding contributions to the residents of Needham, especially our youth.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC/AAE
Town Clerk

ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION

MONDAY, APRIL 11, 1994

Pursuant to a Warrant issued by the Selectmen February 22, 1994 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the eleventh day of April in the year 1994 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Warden of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling placed had been designated as follows:

Precinct A - Hillside School
Precinct B - Hillside School
Precinct C - Newman School
Precinct D - High Rock School (The Rashi School)
Precinct E - Pollard Middle School
Precinct F - Stephen Palmer Community Room
Precinct G - Broadmeadow School
Precinct H - Broadmeadow School
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustees of Memorial Park for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for Two Years;
Two Members of Park & Recreation Commission for Three Years;
Nine Town Meeting Members from Precinct A for three years;
Nine Town Meeting Members from Precinct B for three years;
Nine Town Meeting Members from Precinct C for three years;
One Town Meeting Member from Precinct C for two years;
One Town Meeting Member from Precinct C for one year;
Nine Town Meeting Members from Precinct D for three years;
Eight Town Meeting Members from Precinct E for three years;
Eight Town Meeting Members from Precinct F for three years;
One Town Meeting Member from Precinct F for one year;
Eight Town Meeting Members from Precinct G for three years;
Eight Town Meeting Members from Precinct H for three years;
Eight Town Meeting Members from Precinct I for three years;
Eight Town Meeting Members from Precinct J for three years;
One Town Meeting Member from Precinct J for one year.

ARTICLE 2: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 1: PROPOSITION 2 1/2 - Debt Exclusion - Newman School Building

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so called, the amount required to pay for the bond issued in the principal amount not to exceed $3,900,000. in order to make extraordinary repairs and additions to the Newman School Building?"

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
6:45 A.M.	0	0	0	0	0
7:00 A.M.	0	2	3	6	3
8:00 A.M.	18	20	33	23	34
9:00 A.M.	33	37	61	51	67
10:00 A.M	58	53	86	77	99
11:00 A.M.	87	78	118	104	121
12:00 NOON	111	103	151	130	140
1:00 P.M.	126	130	178	150	158
2:00 P.M.	157	156	204	166	194
3:00 P.M.	173	190	239	186	225
4:00 P.M.	206	213	290	233	274
5:00 P.M.	235	240	339	264	317
6:00 P.M.	266	276	379	303	376
7:00 P.M.	315	318	438	364	436
8:00 P.M.	356	366	490	420	534

PRECINCTS	F	G	H	I	J
6:45 A.M.	0	0	0	0	0
7:00 A.M.	1	7	1	5	1
8:00 A.M.	34	43	33	47	42
9:00 A.M.	82	61	70	85	75
10:00 A.M.	122	99	120	111	99
11:00 A.M.	151	135	146	138	124
12:00 NOON	184	159	180	162	140
1:00 P.M.	212	176	204	196	160
2:00 P.M.	243	196	240	229	198
3:00 P.M.	282	228	285	261	242
4:00 P.M.	315	263	322	298	288
5:00 P.M.	364	310	382	343	342
6:00 P.M.	420	379	437	418	407
7:00 P.M.	477	445	514	494	469
8:00 P.M.	545	534	565	560	544

The Town Clerk and the Board of Registrars upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:57 P.M., April 11, 1994.

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST: 4,916 - 27.83%

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	356	366	490	420	534	546.	535	565	560	544	4,916
MODERATOR (For one year)(Vote for One)											
Richard P. Melick	242	239	329	286	350	367	347	380	374	377	3,291
Blanks	114	127	161	134	184	179	188	185	186	167	1,625
SELECTMAN (For three years)(Vote for Two)											
David F. Eldridge, Jr.	188	189	276	191	296	294	295	283	293	292	2,597
Paul Theodore Owens	196	225	295	261	352	331	354	366	352	350	3,082
Paul L. Kelly	147	142	170	154	161	204	180	224	194	195	1,771
Scattered Write-In	1	-	-	-	-	-	-	-	-	-	1
Blanks	180	176	239	234	259	263	241	257	281	251	2,381
ASSESSOR(For three years)(Vote for One)											
Richard W. Finnegan	222	229	316	256	322	350	340	355	354	346	3,090
Blanks	134	137	174	164	212	196	195	210	206	198	1,826
SCHOOL COMMITTEE (For three years)(Vote for NOT MORE THAN TWO)											
Susan R. Posner	147	149	225	192	230	258	254	254	253	231	2,193
Barbara E. Gillmeister	167	166	226	215	282	250	244	253	232	278	2,313
David Summergrad	207	230	311	264	352	332	350	377	396	309	3,128
Blanks	191	187	218	169	204	252	222	246	239	270	2,198
TRUSTEE OF MEMORIAL PARK (For three years)(Vote for NOT MORE THAN TWO)											
Arthur M. Tiernan, Jr.	203	206	308	244	292	346	297	326	287	323	2,832
John J. Logan, Jr.	213	221	280	251	323	323	346	330	310	334	2,931
Blanks	296	305	392	345	453	423	427	474	523	431	4,069
TRUSTEES OF NEEDHAM PUBLIC LIBRARY (For three years)(Vote for NOT MORE THAN TWO)											
Emily M. Salaun	215	211	297	243	282	325	306	332	316	348	2,875
Gregory John Sheako	204	209	269	242	297	333	309	325	310	300	2,798
Blanks	293	312	414	355	489	434	455	473	494	440	4,159
BOARD OF HEALTH (For three years)(Vote for One)											
Saul Adams	235	233	307	266	323	358	333	359	342	370	3,126
Blanks	121	133	183	154	211	188	202	206	218	174	1,790
PLANNING BOARD (For five years)(Vote for One)											
Paul Killeen	211	219	311	271	337	359	334	352	341	327	3,062
Scattered Write-Ins	1	-	-	-	-	-	-	-	-	-	1
Blanks	144	147	179	149	197	187	201	213	219	217	1,853
NEEDHAM HOUSING AUTHORITY (For five years)(Vote for One)											
Edward S. Cahalane	220	220	298	248	293	346	315	341	317	321	2,919
Scattered Write-Ins	-	-	-	3	-	-	-	-	-	-	3
Blanks	136	146	192	169	241	200	220	224	243	223	1,994
COMMISSIONER OF TRUST FUNDS (For three years)(Vote for One)											
Robert W. Cutts	214	207	302	245	288	334	305	325	310	327	2,857
Blanks	142	159	188	175	246	212	230	240	250	217	2,059
COMMISSIONER OF TRUST FUNDS (For two years)(Vote for One)											
Michael H. Millette	222	211	307	249	301	341	315	335	321	327	2,929
Blanks	134	155	183	171	233	205	220	230	239	217	1,987
PARK & RECREATION COMMISSION (For three years)(Vote for NOT MORE THAN TWO)											
Elinor R. Devlin	190	210	280	246	331	338	355	342	345	336	2,973
Dana W. Story, Jr.	196	170	263	227	272	342	263	292	293	279	2,597
William J. Hoeffler	121	144	158	145	172	152	172	179	192	178	1,613
Blanks	205	208	279	222	293	260	280	317	290	295	2,649

The result of the balloting was as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total Number of Votes Cast	356	366	490	420	534	546	535	565	560	544	4,916
QUESTION NO. 1 PROPOSITION TWO AND ONE HALF (Newman School Building)											
YES	121	156	273	207	278	248	268	226	269	234	2,280
NO	219	199	194	206	243	284	258	326	280	300	2,509
Blanks	16	11	23	7	13	14	9	13	11	10	127

TOWN MEETING MEMBERS

* Not Elected

PRECINCT A (For three years) (Vote for NOT MORE THAN NINE)

John D. Genova	175	Louise P. Swanson	175
Richard D. Lempitski	165	George Tarallo	175
Beverly E. Luskin	171	Christopher Z. Dobrowolski	163
Donald J. Newman	173	Carolyn M. Spiros	191
Sylvia Shuman	159	* Paulette J. Turner	126

PRECINCT B (For three years) (Vote for NOT MORE THAN NINE)

Alfred S. Coren	189	Albert E. Mills	178
William E. Duncan	175	Richard B. Remnitz	177
Ethan F. Fener	178	John F. Whalen, Jr.	182
John J. Frankenthaler	170	Richard B. Moody	204
Walter E. Hobson	173		

PRECINCT C (For three years) (Vote for NOT MORE THAN NINE)

Jan D. Campbell	248	David W. Lombard	240
Eugene S. Ciolfi	228	Mary J. P. O'Brien	245
Patrick J. Hyland	232	Mertina L. Scharback	236
Helen R. Jekowsky	231	Jonathan D. Tamkin	238
Daniel L. Lintz	237	Scattered Write-In:	1

PRECINCT C (For two years)(Vote for One)

Kurt H. Wulff	270

PRECINCT C (For one year)(Vote for One)

Write-Ins:			
Patricia Berkey Boyd	4	* Michael Shields	3
* Joel Lebow	3	Scattered Write-Ins:	4

PRECINCT D (For three years) (Vote for NOT MORE THAN NINE)

Matthew J. Appelstein	202	Robert Todd Pratt	216
Cynthia L. Conturie	198	Thomas F. Soisson	200
Roger B. Hunt	212	Karl H. Clauset, Jr.	266
Michael J. O'Leary, Jr.	202	Christina W. Millet	244

PRECINCT E (For three years) (Vote for NOT MORE THAN EIGHT)

Mary Jane Baker	187	* Amy Robinson	130
Frederick E. Barstow	153	* Jon D. Schneider	127
Cynthia J. Chaston	143	* Paul J. Durda	141
John P. Connelly	170	Barbara E. Gillmeister	236
* Susan C. Feely	139	Linda J. Novak	223
* Joan Kirkman	140	Gary J. Uhl	148
* Carol S. Knapton	116	Andrea Jan Wizer	163
* Edward Nowak, Jr.	103		

TOWN MEETING MEMBERS

* Not Elected

PRECINCT F (For three years) (Vote for NOT MORE THAN EIGHT)

Meg Hale	256	Donnell F. O'Duggan	202
Elizabeth M. Keil	231	Deborah L. Roberts	212
* Dexter H. Marsh, Jr.	199	Arthur M. Tiernan, Jr.	225
Edith B. Martin	221	Deborah S. Winnick	212
Paul T. Milligan	205	* Devra G. Bailin	185

PRECINCT F (For one year)(Vote for One)

Adrian E. Durbin	260	* Bernard H. Ford	124

PRECINCT G (For three years) (Vote for NOT MORE THAN EIGHT)

Richard DeMois	228	* Leo C. Schlittler	179
Christian H. Fredericks, Jr.	220	Richard B. Weitzen	188
* Karl Heinz	180	Helen D. Jursek	259
Ronald W. Ruth	212	Alan N. Thomas	210
Marsha C. Salett	245	Susan Welby	315

PRECINCT H (For three years) (Vote for NOT MORE THAN EIGHT)

Marena H. Burnett	261	Peter E. McElroy	277
Michael E. Flanagan	275	Gordon H. Piper	283
Peter Friedenberg	267	Elizabeth L. Rich	279
Ellen M. Grady	285	Ellen A. Shapiro	260

PRECINCT I (For three years) (Vote for NOT MORE THAN EIGHT)

Gerald R. Browne	279	Write-Ins:	
Alan D. Burt	283	Erna J. S. Place	71
Deborah J. Keefe	302	Emilie Hitron	30
John W. Lebourveau	273	David Tannozzini	10
Keith M. McClelland	264	Thomas Bean	6
Elaine E. Messias	301	Scattered Write-Ins:	14
Maura O. Walsh	310		

PRECINCT J (For three years) (Vote for NOT MORE THAN EIGHT)

Susan B. Condon	296	Alfred J. Murphy	266
David C. Crocker	271	* Margaret A. Tucker	242
Foster S. Crook	271	Suzanne M. Dousneau	265
Robert A. Downs	255	* Charles R. Levin	237
Amy T. Goldman	245		

PRECINCT J (For one year)(Vote for One)

* Wendy J. Perlman	159	Laurel C. Zangerl-Salter	231

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling places and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:57 P.M., April 11, 1994.

Theodora K. Eaton, CMC/AAE
Town Clerk

ELECTION
(To Break Tie Vote in Precinct C
for Write-In Candidates)

Monday, May 2, 1994
7:00 P.M.

In accordance with Section 6, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Monday evening, May 2, 1994 for the purpose of electing one of two write-in candidates receiving tie votes for a one-year term to fill the vacancy created by the appointment of Mr. Ron Sockol as Chairman of the Trustees of Memorial Park which automatically places him on the list of Town Meeting Members At large for the ensuing year. A quorum was present; ballots were cast with the following results:

Joel H. Lebow	2 Votes
Michael J. Shields	14 Votes

Attest:

Theodora K. Eaton, CMC/AAE
Town Clerk

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ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

May 2, 1994

Pursuant to a Warrant issued by the Selectmen February 22, 1994, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 2, 1994, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 264 voters, including 238 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The colors were presented by Eagle Scouts Mark T. Devlin, Jr. of Troup 13 and Joseph K. Malek of Troup 10 and Girl Scout Caroline Myers of Troup 3114 while those present joined in singing "America The Beautiful" lead by vocalist Edward L. DeLemos accompanied by Pianist Mia DeMeis.

At the designation of Rev. Richard A. Horner, President of the Needham Clergy Association, Rev. Richard A. Horner, Pastor, Grace Lutheran Church, gave the invocation.

The Moderator recognized Mrs. Carol Boulris, Past Regent of the Col. William McIntosh Chapter of the Daughters of the American Revolution and currently State Historian for the D.A.R. for the purpose of presenting the first "Excellence in Community Service Award" to Town Meeting Member James Hugh Powers. Mr. Powers has been a Town Meeting Member continuously since 1951. Following this, the call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 9.

4. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, section 6.

5. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring. Short motions to amend and procedural motions need not be in writing.

6. Parlimentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator announced that the proponents of Articles 4, 5, 20, 24, 25, 45, 46, and 50 requested unanimous consent to withdraw these articles, and it was so voted unanimously.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Member responded with "question" or "debate" to the following articles: 27, 29, 30, 31, 38, 39, 41, 42, 52, 55, 58, 61, 62, and 64.

The Moderator called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 26, 1994, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 27: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in fiscal year 1995 in the amount of $22,100; or take any other action relative thereto.

MOVED: That the Town continue a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in fiscal year 1995 in the amount of $22,100.

ACTION: So voted by unanimous vote.

ARTICLE 29: ACCEPT SECTION 4 OF CHAPTER 73 OF THE ACTS OF 1986 - INCREASE PROPERTY TAX EXEMPTION

To see if the Town will vote to accept, for fiscal year 1995, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 10% for each eligible exemption; or take any other action relative thereto.

Summary: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayers original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

MOVED: That the Town accept, for fiscal year 1995, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 10% for each eligible exemption.

ACTION: So voted by unanimous vote.

ARTICLE 30: ACCEPT MGL CHAPTER 44 SECTION 53F 1/2 - WATER USE ENTERPRISE FUND

To see if the Town will Accept the provisions of Chapter 44, Section 53F 1/2 of the Massachusetts General Laws, to establish a water use enterprise fund effective for fiscal year 1996; or take any other action relative thereto.

Summary: A city or town, upon acceptance of M.G.L. Chapter 44, Section 53F 1/2 may establish a separate account classified as an "Enterprise Fund", for a utility, health care, recreational or transportation facility. The account shall be maintained by the Town Treasurer, and all funds received from any source derived from all the activities of the enterprise shall be deposited in the account. At least 120 days prior to the beginning of each fiscal year an estimate of income and a proposed line item budget shall be submitted to the Selectmen. The Selectmen will make a recommendation to the town meeting, which will act upon the budget. Estimated income and the amount appropriated for the expenses of the enterprise shall be included in the current tax levy. If the estimated income is less than the total appropriation, the difference shall be added to the current tax levy. If the estimated income is more than the total appropriation, the excess shall be appropriated to a separate reserve fund and used for capital expenditures of the enterprise, subject to appropriation, or to reduce user charges. If the enterprise incurs a loss, such loss will be included in the succeeding fiscal year's budget.

A town that has accepted the provisions of Chapter 44, Section 53F1/2 with respect to a designated enterprise may, in like manner, revoke its acceptance.

MOVED: That the Town accept the provisions of Chapter 44, Section 53F 1/2 of the Massachusetts General Laws, to establish a water use enterprise fund effective for fiscal year 1996.

ACTION: So voted unanimously by voice vote.

ARTICLE 31: ACCEPT MGL CHAPTER 44 SECTION 53F 1/2 - SEWER USE ENTERPRISE FUND

To see if the Town will accept the provisions of Chapter 44, Section 53F 1/2 of the Massachusetts General Laws, to establish a sewer use enterprise fund effective for fiscal year 1996; or take any other action relative thereto.

Summary: See Article 30.

MOVED: That the Town accept the provisions of Chapter 44, Section 53F 1/2 of the Massachusetts General Laws, to establish a sewer use enterprise fund effective for fiscal year 1996.

ACTION: So voted unanimously by voice vote.

ARTICLE 38: APPROPRIATE FOR SCHOOL ZONE TRAFFIC IMPROVEMENTS

To see if the Town will vote to raise and appropriate $50,000 for the installation of school zone traffic control equipment; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $50,000 for the installation of school zone traffic control equipment to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $50,000 for a period up to 10 years under G.L. c.44, s7(14).

ARTICLE 39: APPROPRIATE FOR LANDFILL COMPACTOR REPLACEMENT

To see if the Town will vote to raise and appropriate $190,000 for the purchase of a landfill compactor; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $190,000 for the purchase of a landfill compactor to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $190,000 for a period up to 5 years under G. L. c.44, s7(9).

ACTION: So voted by unanimous vote.

ARTICLE 41: APPROPRIATE FOR STORM DRAINAGE IMPROVEMENTS

To see if the Town will vote to raise and appropriate $30,000 for storm drainage improvements; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $30,000 for storm drainage improvements to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $30,000 for a period up to 30 years under G. L. c.44, s7(1).

ACTION: So voted by unanimous vote.

ARTICLE 42: APPROPRIATE FOR COOKS BRIDGE PUMP STATION/GENERATOR

To see if the Town will vote to raise and appropriate $70,000 to rehabilitate the Cooks Bridge Pump Station including adding an auxiliary power system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $70,000 to rehabilitate the Cooks Bridge Pump Station including adding an auxiliary power system to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $70,000 for a period up to 30 years under G. L. c.44 s7(1).

ACTION: So voted by unanimous vote.

ARTICLE 52: APPROPRIATE FOR SCHOOL SIDEWALK RECONSTRUCTION

To see if the Town will vote to raise and appropriate $50,000 to replace sidewalks at various locations; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto:

MOVED: That the Town raise and appropriate $50,000 to replace sidewalks at various locations, said sum to be raised from the current tax levy and to be spent under the direction of the Board of Selectmen.

ACTION: So voted by unanimous vote.

ARTICLE 55: AMEND GENERAL BY-LAWS - SECTION 3.6.1 (WIDTH OF FIRE LANES)

To see if the town will vote to amend Section 3.6.1 of the General By-Laws by deleting paragraph 3.6.1.1 in its entirety and replacing it with a new paragraph 3.6.1.1 as follows:

Fire Lanes:

The Fire Chief shall require public or private fire lanes as deemed necessary for the efficient and effective use of fire apparatus. Such fire lanes shall have a minimum width of 18 feet and shall be designated by pavement markings and/or signs as determined necessary by the Fire Chief. The signs shall say "No Parking - Fire Lane" and the signs and pavement markings shall be maintained in a clean and legible condition at all times by the owner of the property and replaced when necessary to insure adequate visibility. Any person who refuses to post such signs or mark the pavement as ordered by Fire Chief or violates any of the provisions of sub-section 3.6.1 shall be punishable by a fine of not less than ten dollars ($10.00), nor more than fifty dollars ($50.00) for each and every noncompliance or violation.

MOVED: That the Town amend Section 3.6.1 of the General By-Laws by deleting paragraph 3.6.1.1 in its entirety and replacing it with a new paragraph 3.6.1.1 as follows:

Fire Lanes:

The Fire Chief shall require public or private fire lanes as deemed necessary for the efficient and effective use of fire apparatus. Such fire lanes shall have a minimum width of 18 feet and shall be designated by pavement markings and/or signs as determined necessary by the Fire Chief. The signs shall say "No Parking - Fire Lane" and the signs and pavement markings shall be maintained in a clean and legible condition at all times by the owner of the property and replaced when necessary to insure adequate visibility. Any person who refuses to post such signs or mark the pavement as ordered by Fire Chief or violates any of the provisions of sub-section 3.6.1 shall be punishable by a fine of not less than ten dollars ($10.00), nor more than fifty dollars ($50.00) for each and every noncompliance or violation.

ACTION: So voted by unanimous vote.

ARTICLE 58: AMEND GENERAL BY-LAWS - SECTION 2.7.3 (FUTURE SCHOOL NEEDS COMMITTEE)

To see if the Town will vote to amend its General By-Laws by adding a new section 2.7.3 to read as follows: There shall be a Future School Needs Committee consisting of nine members, one appointed by each of the following Town boards and committees: the Finance Committee, the Planning Board, the Board of Selectmen, the School Committee, the Parents-Teachers' Council, the League of Women Voters and three appointed by the Moderator. The Chairman shall be designated from time to time by vote of the Committee. It shall be the duty of the Future School Needs Committee to oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to provide an estimate of the Town's current and projected student population."

or take any other action relative thereto.

MOVED: That the Town amend its General By-Laws by adding a new section 2.7.3 to read as follows:

2.7.3 There shall be a Future School Needs Committee consisting of nine members, one appointed by each of the following Town boards and committees: the Finance Committee, the Planning Board, the Board of Selectmen, the School Committee, the Parents-Teachers' Council, the League of Women Voters and three appointed by the Moderator. The Chairman shall be designated from time to time by vote of the Committee. It shall be the duty of the Future School Needs Committee to oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to provide an estimate of the Town's current and projected student population."

ACTION: So voted by unanimous vote.

ARTICLE 61: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986; that the membership of such committee to consist of: four to be appointed by the Board of Selectmen including a Selectmen; two to be appointed by the Planning Board, two to be appointed by the Needham Business Association, and one to be

appointed by the Transportation Committee who is a member of that Committee; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986; that the membership of such committee to consist of: four to be appointed by the Board of Selectmen including a Selectmen; two to be appointed by the Planning Board, two to be appointed by the Needham Business Association, and one to be appointed by the Transportation Committee who is a member of that Committee; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 62: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 64: CONTINUE ENVIRONMENTAL ZONING COMMITTEE

To see if the Town will vote to continue the Environmental Zoning Committee, as originally established by vote under Article 60 of the 1992 Annual Town Meeting; direct and authorize said Committee to study the possibility of placing all of the wells in Needham in the Aquifer Protections Zone; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Environmental Zoning Committee, as originally established by vote under Article 60 of the 1992 Annual Town Meeting; direct and authorize said Committee to study the possibility of placing all of the wells in Needham in the Aquifer Protections Zone; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded to the remaining articles in the Warrant.

ARTICLE 3: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town hear and act on the reports of Town Officers and Committees.

Mr. Michael Fee, Chairman, presented the report of the Finance Committee. He reviewed the Capital Improvement Project process and stressed the importance of having a Capital Improvement Plan. He stated that the Town of Needham is now planning and organizing its capital projects. He further advised that the Town has a AA bond rating from Moody which is excellent. The existence of the Stabilization Fund is a positive benefit for the bond rating and the Finance Committee's goal is to reach $2 million in this fund.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLES 4 AND 5 were withdrawn earlier this evening.

ARTICLE 6: AMEND ZONING BY-LAW - SECTION 3

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1; Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of two and one half (2-1/2) acres" a new subheading which reads "AGRICULTURE".

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new subheading which reads "PUBLIC, SEMI-PUBLIC & INSTITUTIONAL".

3. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Single family detached dwelling" a new subheading which reads "RESIDENCE".

4. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Dormitory for a school with no provisions for private cooking or housekeeping" a new subheading which reads "INSTITUTIONAL".

5. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting

immediately above the row which reads "Retail establishments serving the general public containing 5750 or more gross square feet of floor area " a new subheading which reads "BUSINESS".

6. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives" a new subheading which reads "MANUFACTURING".

7. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use" a new subheading which reads "ACCESSORY".

8. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of two and one half (2 1/2) acres" a new subheading which reads "AGRICULTURE".

9. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new subheading which reads "PUBLIC, SEMI-PUBLIC & INSTITUTIONAL".

10. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Single family detached dwelling" a new subheading which reads "RESIDENCE".

11. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Retail establishment serving the general public if containing 10,000 or more gross sq. ft. of floor area ("Complex Development"):" a new subheading which reads "BUSINESS".

12. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives" a new subheading which reads "MANUFACTURING".

13. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use" a new subheading which reads "ACCESSORY".

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law as follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of two and one half (2-1/2) acres" a new subheading which reads "AGRICULTURE".

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new subheading which reads "PUBLIC, SEMI-PUBLIC & INSTITUTIONAL".

3. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Single family detached dwelling" a new subheading which reads "RESIDENCE".

4. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Dormitory for a school with no provisions for private cooking or housekeeping" a new subheading which reads "INSTITUTIONAL".

5. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Retail establishments serving the general public containing 5750 or more gross square feet of floor area " a new subheading which reads "BUSINESS".

6. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Wholesale distribution facilities or storage in an enclosed structure, excluding the

storage of flammable liquids, gas or explosives" a new subheading which reads "MANUFACTURING".

7. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use" a new subheading which reads "ACCESSORY".

8. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of two and one half (2 1/2) acres" a new subheading which reads "AGRICULTURE".

9. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new subheading which reads "PUBLIC, SEMI-PUBLIC & INSTITUTIONAL".

10. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Single family detached dwelling" a new subheading which reads "RESIDENCE".

11. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Retail establishment serving the general public if containing 10,000 or more gross sq. ft. of floor area ("Complex Development"):" a new subheading which reads "BUSINESS".

12. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives" a new subheading which reads "MANUFACTURING".

13. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use" a new subheading which reads "ACCESSORY".

A motion to discuss the subject matter of Articles 6, 7, and 8 together and vote on separately was offered by Mr. Paul Killeen. The motion was presented and carried unanimously by voice vote.

Mrs. Devra G. Bailin, member, addressed these proposals on behalf of the Planning Board. Mr. David W. Kunhardt, member of the Planning Board, explained the changes in the dimensional Regulations Table.

Mr. Irwin Silverstein spoke in favor of Article 7 indicating the need to only allow projects in harmony with the area. Without Article 7 some residential areas may be subjected to proposals that are not appropriate for the area.

Mr. David C. Crocker expressed concern that the Town is not able to make a determination regarding the transmission of signals that interfere with radio or television reception under Article 8.

In response to an inquiry from Mr. Richard S. Luskin, Mr. David W. Kunhardt noted that Article 7 relates to residential zoning only where there are few public, semi-public, and institutional buildings.

Mr. H. Phillip Garrity, Jr., Chairman, Board of Selectmen, expressed concern that this article 7 could affect Glover Memorial Hospital and asked that this article be referred to the Planning Board for further study. Mr. Paul Killeen, Chairman, Planning Board, expressed surprise and stated that this article has no affect on the hospital and that this is a by-law of general application to the Town. Mr. John H. Cogswell, Trustee of Glover Memorial Hospital, noted that the problem is that the future hospital owner may have problems.

Mr. David S. Tobin, Town Counsel, explained that he has researched this proposal and that if this article passes, the hospital building would remain as a non-conforming use. The only affect is the hospital building would be the height regulation. A municipal hospital can have a height of 40 feet while a private hospital can only be 35 feet. Mr. Tobin stated that this article should be passed on its merits.

A motion to move the previous question was offered by Mr. Michael E. Flanagan. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: AMEND ZONING BY-LAW - PUBLIC, SEMI-PUBLIC AND INSTITUTIONAL USE IN RURAL RESIDENCE-CONSERVATION, SINGLE RESIDENCE A, SINGLE RESIDENCE B AND GENERAL RESIDENCE DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the first and second paragraphs thereof, so that they read as follows:

"4.2.1 Table of Regulations

No building or structure shall be constructed, altered, or relocated on any lot except in conformance with these regulations:

District	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)	Maximum Floor Area Ratio (F.A.R.)	Maximum % Lot Coverage	Maximum Stories	Maximum Height (feet)
Rural Residence-Conservation	43,560	150	50	25	25	NR (e)	15%	2-1/2	35
Single Residence A	43,560	150	30 (a)	25 (g)	15 (d)(g)	NR (e)	NR (f)	2-1/2	35
Single Residence B	10,000	80	20 (b)	20 (c)(g)	10 (d)(g)	NR (e)	NR (f)	2-1/2	35
General Residence	10,000	80	20 (b)	20 (c)(g)	10 (d)(g)	NR (e)	NR (f)	2-1/2	35
Institutional	43,560	150	30	25 (g)	15 (g)	NR	NR	2-1/2	35

As used in the Table of Regulations, the symbol "NR" means no requirements.

(a) Buildings and structures on any lot in a Single Residence A District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum front yard setback of thirty-five (35) feet. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front yard setback required by this footnote to no less than thirty (30) feet. (See Section 4.2.7)

(b) Buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum front yard setback of twenty-five (25) feet. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front yard setback required by this footnote to no less than twenty (20) feet. (See Section 4.2.7)

(c) Buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum side yard setback of twenty-five (25) feet. The Board of Appeals may grant a special permit reducing the minimum side yard setback required by this footnote to no less than twenty (20) feet. (See Section 4.2.7)

(d) Buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum rear yard setback of twenty-five (25) feet. The Board of Appeals may grant a special permit reducing the minimum rear yard setback required by this footnote in a Single Residence A District to no less than fifteen (15) feet and the minimum rear yard setback required by this footnote in Single Residence B and General Residence Districts to no less than ten (10) feet. (See Section 4.2.7)

(e) Buildings and structures on any lot in a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a maximum Floor Area Ratio of 0.30.

(f) Buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall not cover more than fifteen (15) percent of the lot area.

(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2. Schedule of Use Regulations, buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively."

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, by inserting a new Subsection 4.2.7, Reductions in Dimensional Regulations by Special Permit, to read as follows:

"4.2.7 Reductions in Dimensional Regulations by Special Permit

"In Single Residence A, Single Residence B and General Residence Districts, the minimum front setback and the minimum side and rear line setback requirements for a building or structure devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, may be reduced by special permit granted by the Board of Appeals in accordance with Section 4.2.1. In acting upon such applications for such reductions, the Board shall consider the following, in addition to the criteria for special permits generally (Section 7.5.2).

"(a) whether and by how much building scale will exceed nearby structures,

"(b) whether, and by how much, shadowing on abutting land or streets will be increased, or privacy will be diminished,

"(c) whether any resulting building prominence is appropriate, in light of the functional or symbolic role of the structure,

"(d) whether their are fire protection concerns created by the reduction,

"(e) whether the requested reduction is necessary for the proposal to proceed, and

"(f) what the community benefits are from the proposal, including consideration of taxes, employment, and service."

3. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, by inserting a new Subsection 4.2.8, Screening for Public, Semi-Public and Institutional Uses, to read as follows:

"4.2.8 Screening for Public, Semi-Public and Institutional Uses

"4.2.8.1 Transition Areas

"Where a building or structure devoted to a public, semi-public or institutional use, as listed in Section 3.2 Schedule of Use Regulations, is to be placed within a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence district, a landscaped transition and screening area shall be provided along those segments of the lot lines necessary to screen the public, semi-public or institutional use from buildings located on abutting lots. The transition area shall be at least twenty-five (25) feet wide, as measured at its narrowest point, and shall be suitably landscaped as specified at Section 4.2.8.3. The transition area may be provided within the minimum yard required for a building.

"4.2.8.2 Use of Transition Areas

"Only necessary driveways or interior drives shall be located across a required transition area. No building, structure, parking area, play area or interior street may be located in this transition area. A transition area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided they do not reduce the effectiveness of the transition area as a year-round visual screen. No other uses are permitted in a transition area.

"4.2.8.3 Transition Area Standards and Requirements

"The following standards shall apply to the installation and maintenance of all landscaping, transition and screening areas required by this section.

"(a) Composition of Landscaping, Transition and Screening Areas - A landscaped transition and screening area shall consist of a landscaped strip and may include fences, walls or berms which shall serve to provide an effective year round visual screen at the time of installation.

"(b) Height of Screening - Visual screening comprised of a mixed planting of deciduous and coniferous trees and shrubs and walls or fences shall have a minimum overall height of six feet at the time of installation.

"(c) Type of Plant Materials - A variety of plant material shall be selected to provide an effective visual screen, to be maintained at a minimum height of six feet. Plantings shall be a mixture of deciduous and coniferous trees and shrubs for the screening to maintain its effectiveness throughout the winter months. Ground cover, grass, mulch or other equivalent landscape treatment, shall be provided in all landscaped transition and screening areas. Where existing vegetation is used as the required planting, no ground cover, grass, mulch or equivalent treatment shall be required, provided all man-made debris has been removed from within the transition area.

"(d) Size of Plant Materials - All trees required by this section shall have a minimum caliper of three inches at the time of planting.

"(e) Maintenance - The owner of the lot shall be responsible for the maintenance, repair and replacement of all landscaping materials installed in accordance with this section. All plant material shall be maintained in a healthy growing condition, replaced when necessary and kept free of debris. After the initial planting, all plant materials not surviving after the first winter and through the following growing season shall be replaced in kind.

"4.2.8.4 Exceptions, Special Permits

"Where, due to the size, shape or topography of a lot, the strict provisions of this section would reduce the usable area of a lot so as to preclude a reasonable use of the lot, the Board of Appeals may grant a special permit to modify the transition area requirements where the side of a building, a barrier and/or the land between the building and lot line has been specifically designed, through a combination of architectural and landscaping techniques, to minimize potential adverse

impacts on abutting lots. The application for a special permit must demonstrate, in detail, the problems imposed by these requirements and provide an effective alternative. Any modification of the required transition areas may be made subject to such conditions as are determined by the Board of Appeals to assure adequate screening and buffering between particular uses. In determining what, if any conditions are necessary, the Board of Appeals shall consider:

"(a) the proximity to a residential development;

"(b) the topography of the site and of adjacent property;

"(c) the nature of the use and/or activity on the site;

"(d) the land use of adjacent property;

"(e) the width and use of all abutting public rights-of-way; and

"(f) the potential for impact of any nuisance activities such as noise, light or glare."

4. In Section 4.6, Special Conditions, Subsection 4.6.4, Dimensional Controls for Exempt Uses, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) The maximum building coverage on any one lot shall not be more than 15% in a Rural Residence- Conservation, Single Residence A, Single Residence B or General Residence District, nor shall it be more than 25% in any other district;"

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning Bylaw as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the first and second paragraphs thereof, so that they read as follows:

"4.2.1 Table of Regulations

No building or structure shall be constructed, altered, or relocated on any lot except in conformance with these regulations:

District	Minimum Lot Area (sq.ft.)	Minimum Frontage (feet)	Front Setback (feet)	Side Setback (feet)	Rear Setback (feet)	Maximum Floor Area Ratio (F.A.R.)	Maximum % Lot Coverage	Maximum Stories	Maximum Height (feet)
Rural Residence-Conservation	43,560	150	50	25	25	NR (e)	15%	2-1/2	35
Single Residence A	43,560	150	30 (a)	25 (g)	15 (d)(g)	NR (e)	NR (f)	2-1/2	35
Single Residence B	10,000	80	20 (b)	20 (c)(g)	10 (d)(g)	NR (e)	NR (f)	2-1/2	35
General Residence	10,000	80	20 (b)	20 (c)(g)	10 (d)(g)	NR (e)	NR (f)	2-1/2	35
Institutional	43,560	150	30	25 (g)	15 (g)	NR	NR	2-1/2	35

As used in the Table of Regulations, the symbol "NR" means no requirements.

(a) Buildings and structures on any lot in a Single Residence A District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum front yard setback of thirty-five (35) feet. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front yard setback required by this footnote to no less than thirty (30) feet. (See Section 4.2.7)

(b) Buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum front yard setback of twenty-five (25) feet. The setback area shall be kept open and landscaped with grass or other plant materials; such area shall be

unpaved except for walks and driveways. The Board of Appeals may grant a special permit reducing the minimum front yard setback required by this footnote to no less than twenty (20) feet. (See Section 4.2.7)

(c) Buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum side yard setback of twenty-five (25) feet. The Board of Appeals may grant a special permit reducing the minimum side yard setback required by this footnote to no less than twenty (20) feet. (See Section 4.2.7)

(d) Buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a minimum rear yard setback of twenty-five (25) feet. The Board of Appeals may grant a special permit reducing the minimum rear yard setback required by this footnote in a Single Residence A District to no less than fifteen (15) feet and the minimum rear yard setback required by this footnote in Single Residence B and General Residence Districts to no less than ten (10) feet. (See Section 4.2.7)

(e) Buildings and structures on any lot in a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall have a maximum Floor Area Ratio of 0.30.

(f) Buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, shall not cover more than fifteen (15) percent of the lot area.

(g) Excepting buildings and structures on any lot in a Single Residence A, Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2. Schedule of Use Regulations, buildings and structures on lots created by deed or plan, endorsed or recorded before January 9, 1986, shall have a minimum side or rear line setback of 15 feet in the Single Residence A and Institutional Districts and 10 feet in the Single Residence B and General Residence Districts, respectively."

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, by inserting a new Subsection 4.2.7, Reductions in Dimensional Regulations by Special Permit, to read as follows:

"4.2.7 Reductions in Dimensional Regulations by Special Permit

"In Single Residence A, Single Residence B and General Residence Districts, the minimum front setback and the minimum side and rear line setback requirements for a building or structure devoted to a public, semi-public or institutional use, as listed in Section 3.2. Schedule of Use Regulations, may be reduced by special permit granted by the Board of Appeals in accordance with Section 4.2.1. In acting upon such applications for such reductions, the Board shall consider the following, in addition to the criteria for special permits generally (Section 7.5.2).

"(a) whether and by how much building scale will exceed nearby structures,

"(b) whether, and by how much, shadowing on abutting land or streets will be increased, or privacy will be diminished,

"(c) whether any resulting building prominence is appropriate, in light of the functional or symbolic role of the structure,

"(d) whether their are fire protection concerns created by the reduction,

"(e) whether the requested reduction is necessary for the proposal to proceed, and

"(f) what the community benefits are from the proposal, including consideration of taxes, employment, and service."

3. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, by inserting a new Subsection 4.2.8, Screening for Public, Semi-Public and Institutional Uses, to read as follows:

"4.2.8 Screening for Public, Semi-Public and Institutional Uses

"4.2.8.1 Transition Areas

"Where a building or structure devoted to a public, semi-public or institutional use, as listed in Section 3.2 Schedule of Use Regulations, is to be placed within a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence district, a landscaped transition and screening area shall be provided along those segments of the lot lines necessary to screen the public, semi-public or institutional use from buildings located on abutting lots. The transition area shall be at least twenty-five (25) feet wide, as measured at its narrowest point, and shall be suitably landscaped as specified at Section 4.2.8.3. The transition area may be provided within the minimum yard required for a building.

"4.2.8.2 Use of Transition Areas

"Only necessary driveways or interior drives shall be located across a required transition area. No building, structure, parking area, play area or interior street may be located in this transition area. A transition area may be used for passive recreation; it may contain pedestrian, bike or equestrian trails, provided they do not reduce the effectiveness of the transition area as a year-round visual screen. No other uses are permitted in a transition area.

"4.2.8.3 Transition Area Standards and Requirements

"The following standards shall apply to the installation and maintenance of all landscaping, transition and screening areas required by this section.

"(a) Composition of Landscaping, Transition and Screening Areas - A landscaped transition and screening area shall consist of a landscaped strip and may include fences, walls or berms which shall serve

to provide an effective year round visual screen at the time of installation.

"(b) Height of Screening - Visual screening comprised of a mixed planting of deciduous and coniferous trees and shrubs and walls or fences shall have a minimum overall height of six feet at the time of installation.

"(c) Type of Plant Materials - A variety of plant material shall be selected to provide an effective visual screen, to be maintained at a minimum height of six feet. Plantings shall be a mixture of deciduous and coniferous trees and shrubs for the screening to maintain its effectiveness throughout the winter months. Ground cover, grass, mulch or other equivalent landscape treatment, shall be provided in all landscaped transition and screening areas. Where existing vegetation is used as the required planting, no ground cover, grass, mulch or equivalent treatment shall be required, provided all man-made debris has been removed from within the transition area.

"(d) Size of Plant Materials - All trees required by this section shall have a minimum caliper of three inches at the time of planting.

"(e) Maintenance - The owner of the lot shall be responsible for the maintenance, repair and replacement of all landscaping materials installed in accordance with this section. All plant material shall be maintained in a healthy growing condition, replaced when necessary and kept free of debris. After the initial planting, all plant materials not surviving after the first winter and through the following growing season shall be replaced in kind.

"4.2.8.4 Exceptions, Special Permits

"Where, due to the size, shape or topography of a lot, the strict provisions of this section would reduce the usable area of a lot so as to preclude a reasonable use of the lot, the Board of Appeals may grant a special permit to modify the transition area requirements where the side of a building, a barrier and/or the land between the building and lot line has been specifically designed, through a combination of architectural and landscaping techniques, to minimize potential adverse impacts on abutting lots. The application for a special permit must demonstrate, in detail, the problems imposed by these requirements and provide an effective alternative. Any modification of the required transition areas may be made subject to such conditions as are determined by the Board of Appeals to assure adequate screening and buffering between particular uses. In determining what, if any conditions are necessary, the Board of Appeals shall consider:

"(a) the proximity to a residential development;

"(b) the topography of the site and of adjacent property;

"(c) the nature of the use and/or activity on the site;

"(d) the land use of adjacent property;

"(e) the width and use of all abutting public rights-of-way; and

"(f) the potential for impact of any nuisance activities such as noise, light or glare."

4. In Section 4.6, Special Conditions, Subsection 4.6.4, Dimensional Controls for Exempt Uses, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) The maximum building coverage on any one lot shall not be more than 15% in a Rural Residence-Conservation, Single Residence A, Single Residence B or General Residence District, nor shall it be more than 25% in any other district;"

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The following tellers were sworn in by the Moderator: Harriett D. Tippett, Meredith P. Page, William M. Powers, LeRoy J. Nutile, and John F. Milligan. The main motion was again presented and carried by a count of hands. The hand count was Yes 204 - No 13.

ARTICLE 8: AMEND ZONING BY-LAW - SPECIAL PERMITS

To see if the Town will vote to amend the Needham Zoning By-Law, Section 7.5, Board of Appeals, Subsection 7.5.2, Special Permits, by deleting the existing subsection in its entirety and replacing it with a new subsection to read as follows:

"7.5.2 Special Permits

"To hear and decide an application for a special permit for a use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity where it would not otherwise be permitted but only in those cases where this By-Law specifically refers to a change from the provisions of this By-Law by the granting of a special permit and only in those cases where the Board of Appeals makes the finding and determination set forth in subparagraph 7.5.2.1. An applicant is not entitled to a special permit and the Board of Appeals, in its discretion, may decline to grant a special permit if it is unable to make a positive finding and determination as required in subparagraph 7.5.2.1.

"A special permit shall lapse within a specified period of time, not more than two years, and including any time required to pursue or await the determination of an appeal pursuant to General Laws, Chapter 40A, Section 17, and if a substantial use thereof has not sooner commenced except for good cause or in the case of a permit for construction has not begun within the period except for good cause.

"7.5.2.1 Finding and Determination

"Prior to granting a special permit, the Board of Appeals shall make a finding and determination that the proposed use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity, which is the subject of the application for the special permit:

"(a) complies with such criteria or standards as may

be set forth in the section of this By-Law which refers to the granting of the requested special permit;

"(b) is consistent with: 1) the general purposes of this By-Law as set forth in subparagraph 1.1, and 2) the more specific objectives and purposes applicable to the requested special permit which may be set forth elsewhere in this By-Law, such as, but not limited to, those at the beginning of the various sections;

"(c) is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

"Where the Board of Appeals determines that one or more of the following objectives are applicable to the particular application for a special permit, the Board of Appeals shall make a finding and determination that the objective will be met:

"(d) the circulation patterns for motor vehicles and pedestrians which would result from the use or structure which is the subject of the special permit will not result in conditions that unnecessarily add to traffic congestion or the potential for traffic accidents on the site or in the surrounding area; and

"(e) the proposed use, structure or activity will not constitute a demonstrable adverse impact on the surrounding area resulting from:

1) excessive noise, level of illumination, glare, dust, smoke, or vibration which are higher than levels now experienced from uses permitted in the surrounding area,

2) emission or discharge of noxious or hazardous materials or substances,

3) pollution of water ways or ground water, or

4) transmission of signals that interfere with radio or television reception.

"7.5.2.2 Conditions for Approval of a Special Permit

"In addition to the conditions, standards and criteria as may be set forth in the section of this By-law that refers to the granting of the special permit, the Board of Appeals may impose additional conditions and limitations, as it deems necessary to insure that the finding and determination that it must make under subparagraph 7.5.2.1 is complied with, including but not limited to:

"(a) screening or landscaping of structures or of principal or accessory uses from view from adjoining lots or from a street, by planting, walls, fences or other devices; planting of larger planting strips, with more or larger plant materials or higher walls or fences than that required in Sections 4.2.8 and 4.4.8.5;

"(b) modification of the exterior features or appearance of a building or structure to ensure compatibility with surrounding buildings and uses;

"(c) limitations on the size, number of occupants or employees, method or hours of operation, extent of facilities or other operating characteristics of a use;

"(d) regulation of the number, design and location of access drives or other traffic features of the proposed use;

"(e) limitations on construction activities, such as but not limited to, the hours during which construction activity may take place, the movement of trucks or heavy equipment on or off the site, measures to control dirt, dust, erosion and to protect existing vegetation on the site;

"(f) requirements for independent monitoring, at the expense of the applicant, and reporting to the Building Inspector, if necessary to insure continuing compliance with the conditions of a special permit or of this By-Law;

"(g) limitations on the period of time the special permit shall be in effect; and

"(h) such other limitation as may be reasonably related to reducing any adverse impact on, or increasing the compatibility of the proposed use, structure or activity with, the surrounding area.

"7.5.2.3 Security for Special Permits

"The Board of Appeals, as a condition of granting a special permit may require that the performance of the conditions and observance of the safeguards of such special permit be secured by one, or in part by one and in part by the other, of the methods described in the following clauses (a) and (b). The Board of Appeals shall administer this securing of performance.

"(a) Bond or Deposit: By a proper bond or a deposit of money or negotiable securities or letter of credit, sufficient in the opinion of the Board of Appeals to secure performance of the conditions and observance of the safeguards of such special permit.

"(b) Covenant: By a covenant running with the land, executed and duly recorded by the owner of record, whereby the conditions and safeguards included in such special permit shall be performed before any lot may be conveyed other than by mortgage deed. Nothing herein shall be deemed to prohibit a conveyance by a single deed, subject to such covenant of the entire parcel of land, the development of which is governed by the special permit.

"7.5.2.4 Reduction of Security

"Until completion of the development, the penal sum of any deposit or security held under clause 7.5.2.3(a) above may from time to time be reduced by the Board of Appeals by an amount not to exceed 85% of the value of work originally estimated.

"7.5.2.5 Release of Security

"Upon the completion of the development or upon performance of the conditions and safeguards imposed by such special permit, security for the performance of which was given, the applicant shall send by registered mail to the Board of Appeals an affidavit that the conditions and safeguards in connection with which such security has been given have been complied with. If the Board of Appeals determines that the conditions and safeguards of the special permit have been complied with, it shall release the

interest of the Town in such security, return or release the security to the person who furnished the same, or release the covenant by appropriate instrument, duly acknowledged. If the Board of Appeals determines that the conditions or safeguards included in the special permit have not been complied with, it shall specify the conditions or safeguards with which the applicant has not complied in a notice sent by registered or certified mail, to the applicant.

"7.5.2.6 Board of Appeals Failure to Act

"If the Board of Appeals fails to send such a notice within sixty days after it receives the applicant affidavit, all obligations under the security shall cease and terminate, any deposit shall be returned and any such covenant become void.

"7.5.2.7 Applicant Failure to Complete Work

"Upon failure of the applicant to complete such work to the satisfaction of the Board of Appeals in accordance with all applicable plans, regulations and specifications, the Town shall be entitled to enforce such bond or to realize upon such securities to the extent necessary to complete all such work without delay."

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law, Section 7.5, Board of Appeals, Subsection 7.5.2, Special Permits, by deleting the existing subsection in its entirety and replacing it with a new subsection to read as follows:

"7.5.2 Special Permits

"To hear and decide an application for a special permit for a use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity where it would not otherwise be permitted but only in those cases where this By-Law specifically refers to a change from the provisions of this By-Law by the granting of a special permit and only in those cases where the Board of Appeals makes the finding and determination set forth in subparagraph 7.5.2.1. An applicant is not entitled to a special permit and the Board of Appeals, in its discretion, may decline to grant a special permit if it is unable to make a positive finding and determination as required in subparagraph 7.5.2.1.

"A special permit shall lapse within a specified period of time, not more than two years, and including any time required to pursue or await the determination of an appeal pursuant to General Laws, Chapter 40A, Section 17, and if a substantial use thereof has not sooner commenced except for good cause or in the case of a permit for construction has not begun within the period except for good cause.

"7.5.2.1 Finding and Determination

"Prior to granting a special permit, the Board of Appeals shall make a finding and determination that the proposed use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity, which is the subject of the application for the special permit:

"(a) complies with such criteria or standards as may be set forth in the section of this By-Law which refers to the granting of the requested special permit;

"(b) is consistent with: 1) the general purposes of this By-Law as set forth in subparagraph 1.1, and 2) the more specific objectives and purposes applicable to the requested special permit which may be set forth elsewhere in this By-Law, such as, but not limited to, those at the beginning of the various sections;

"(c) is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

"Where the Board of Appeals determines that one or more of the following objectives are applicable to the particular application for a special permit, the Board of Appeals shall make a finding and determination that the objective will be met:

"(d) the circulation patterns for motor vehicles and pedestrians which would result from the use or structure which is the subject of the special permit will not result in conditions that unnecessarily add to traffic congestion or the potential for traffic accidents on the site or in the surrounding area; and

"(e) the proposed use, structure or activity will not constitute a demonstrable adverse impact on the surrounding area resulting from:

1) excessive noise, level of illumination, glare, dust, smoke, or vibration which are higher than levels now experienced from uses permitted in the surrounding area,

2) emission or discharge of noxious or hazardous materials or substances,

3) pollution of water ways or ground water, or

4) transmission of signals that interfere with radio or television reception.

"7.5.2.2 Conditions for Approval of a Special Permit

"In addition to the conditions, standards and criteria as may be set forth in the section of this By-law that refers to the granting of the special permit, the Board of Appeals may impose additional conditions and limitations, as it deems necessary to insure that the finding and determination that it must make under subparagraph 7.5.2.1 is complied with, including but not limited to:

"(a) screening or landscaping of structures or of principal or accessory uses from view from adjoining lots or from a street, by planting, walls, fences or other devices; planting of larger planting strips, with more or larger plant materials or higher walls or fences than that required in Sections 4.2.8 and 4.4.8.5;

"(b) modification of the exterior features or appearance of a building or structure to ensure compatibility with surrounding buildings and uses;

"(c) limitations on the size, number of occupants or employees, method or hours of operation, extent of facilities or other operating characteristics of a use;

"(d) regulation of the number, design and location of access drives or other traffic features of the

proposed use;

"(e) limitations on construction activities, such as but not limited to, the hours during which construction activity may take place, the movement of trucks or heavy equipment on or off the site, measures to control dirt, dust, erosion and to protect existing vegetation on the site;

"(f) requirements for independent monitoring, at the expense of the applicant, and reporting to the Building Inspector, if necessary to insure continuing compliance with the conditions of a special permit or of this By-Law;

"(g) limitations on the period of time the special permit shall be in effect; and

"(h) such other limitation as may be reasonably related to reducing any adverse impact on, or increasing the compatibility of the proposed use, structure or activity with, the surrounding area.

"7.5.2.3 Security for Special Permits

"The Board of Appeals, as a condition of granting a special permit may require that the performance of the conditions and observance of the safeguards of such special permit be secured by one, or in part by one and in part by the other, of the methods described in the following clauses (a) and (b). The Board of Appeals shall administer this securing of performance.

"(a) Bond or Deposit: By a proper bond or a deposit of money or negotiable securities or letter of credit, sufficient in the opinion of the Board of Appeals to secure performance of the conditions and observance of the safeguards of such special permit.

"(b) Covenant: By a covenant running with the land, executed and duly recorded by the owner of record, whereby the conditions and safeguards included in such special permit shall be performed before any lot may be conveyed other than by mortgage deed. Nothing herein shall be deemed to prohibit a conveyance by a single deed, subject to such covenant of the entire parcel of land, the development of which is governed by the special permit.

"7.5.2.4 Reduction of Security

"Until completion of the development, the penal sum of any deposit or security held under clause 7.5.2.3(a) above may from time to time be reduced by the Board of Appeals by an amount not to exceed 85% of the value of work originally estimated.

"7.5.2.5 Release of Security

"Upon the completion of the development or upon performance of the conditions and safeguards imposed by such special permit, security for the performance of which was given, the applicant shall send by registered mail to the Board of Appeals an affidavit that the conditions and safeguards in connection with which such security has been given have been complied with. If the Board of Appeals determines that the conditions and safeguards of the special permit have been complied with, it shall release the interest of the Town in such security, return or release the security to the person who furnished the same, or release the covenant by appropriate instrument, duly acknowledged. If the Board of Appeals determines that the conditions or safeguards included in the special permit have not been complied with, it shall specify the conditions or safeguards with which the applicant has not complied in a notice sent by registered or certified mail, to the applicant.

"7.5.2.6 Board of Appeals Failure to Act

"If the Board of Appeals fails to send such a notice within sixty days after it receives the applicant affidavit, all obligations under the security shall cease and terminate, any deposit shall be returned and any such covenant become void.

"7.5.2.7 Applicant Failure to Complete Work

"Upon failure of the applicant to complete such work to the satisfaction of the Board of Appeals in accordance with all applicable plans, regulations and specifications, the Town shall be entitled to enforce such bond or to realize upon such securities to the extent necessary to complete all such work without delay."

A motion to amend was offered by Mr. David C. Crocker under Section 7.5.2.1 by striking the words beginning at the end of subsection 3) "or" and "4) transmission of signals that interfere with radio or television reception."; and add the word "or" to the end of subsection 2). Mr. Crocker indicated that the Town is not prepared to act in this area at the present time.

Mr. Crocker's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion to amend was again presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the Needham Zoning By-Law, Section 7.5, Board of Appeals, Subsection 7.5.2, Special Permits, by deleting the existing subsection in its entirety and replacing it with a new subsection to read as follows:

"7.5.2 Special Permits

"To hear and decide an application for a special permit for a use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity where it would not otherwise be permitted but only in those cases where this By-Law specifically refers to a change from the provisions of this By-Law by the granting of a special permit and only in those cases where the Board of Appeals makes the finding and determination set forth in subparagraph 7.5.2.1. An applicant is not entitled to a special permit and the Board of Appeals, in its discretion, may decline to grant a special permit if it is unable to make a positive finding and determination as required in subparagraph 7.5.2.1.

"A special permit shall lapse within a specified period of time, not more than two years, and including any time required to pursue or await the determination of an appeal pursuant to General Laws, Chapter 40A, Section 17, and if a substantial use thereof has not sooner commenced except for good cause or in the case of a permit for construction has not begun within the period except for good cause.

"7.5.2.1 Finding and Determination

"Prior to granting a special permit, the Board of Appeals shall

make a finding and determination that the proposed use, building, structure, off-street parking or loading, modification of dimensional standards, screening or landscaping, or other activity, which is the subject of the application for the special permit:

"(a) complies with such criteria or standards as may be set forth in the section of this By-Law which refers to the granting of the requested special permit;

"(b) is consistent with: 1) the general purposes of this By-Law as set forth in subparagraph 1.1, and 2) the more specific objectives and purposes applicable to the requested special permit which may be set forth elsewhere in this By-Law, such as, but not limited to, those at the beginning of the various sections;

"(c) is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

"Where the Board of Appeals determines that one or more of the following objectives are applicable to the particular application for a special permit, the Board of Appeals shall make a finding and determination that the objective will be met:

"(d) the circulation patterns for motor vehicles and pedestrians which would result from the use or structure which is the subject of the special permit will not result in conditions that unnecessarily add to traffic congestion or the potential for traffic accidents on the site or in the surrounding area; and

"(e) the proposed use, structure or activity will not constitute a demonstrable adverse impact on the surrounding area resulting from:

1) excessive noise, level of illumination, glare, dust, smoke, or vibration which are higher than levels now experienced from uses permitted in the surrounding area,

2) emission or discharge of noxious or hazardous materials or substances, or

3) pollution of water ways or ground water.

"7.5.2.2 Conditions for Approval of a Special Permit

"In addition to the conditions, standards and criteria as may be set forth in the section of this By-law that refers to the granting of the special permit, the Board of Appeals may impose additional conditions and limitations, as it deems necessary to insure that the finding and determination that it must make under subparagraph 7.5.2.1 is complied with, including but not limited to:

"(a) screening or landscaping of structures or of principal or accessory uses from view from adjoining lots or from a street, by planting, walls, fences or other devices; planting of larger planting strips, with more or larger plant materials or higher walls or fences than that required in Sections 4.2.8 and 4.4.8.5;

"(b) modification of the exterior features or appearance of a building or structure to ensure compatibility with surrounding buildings and uses;

"(c) limitations on the size, number of occupants or employees, method or hours of operation, extent of facilities or other operating characteristics of a use;

"(d) regulation of the number, design and location of access drives or other traffic features of the proposed use;

"(e) limitations on construction activities, such as but not limited to, the hours during which construction activity may take place, the movement of trucks or heavy equipment on or off the site, measures to control dirt, dust, erosion and to protect existing vegetation on the site;

"(f) requirements for independent monitoring, at the expense of the applicant, and reporting to the Building Inspector, if necessary to insure continuing compliance with the conditions of a special permit or of this By-Law;

"(g) limitations on the period of time the special permit shall be in effect; and

"(h) such other limitation as may be reasonably related to reducing any adverse impact on, or increasing the compatibility of the proposed use, structure or activity with, the surrounding area.

"7.5.2.3 Security for Special Permits

"The Board of Appeals, as a condition of granting a special permit may require that the performance of the conditions and observance of the safeguards of such special permit be secured by one, or in part by one and in part by the other, of the methods described in the following clauses (a) and (b). The Board of Appeals shall administer this securing of performance.

"(a) Bond or Deposit: By a proper bond or a deposit of money or negotiable securities or letter of credit, sufficient in the opinion of the Board of Appeals to secure performance of the conditions and observance of the safeguards of such special permit.

"(b) Covenant: By a covenant running with the land, executed and duly recorded by the owner of record, whereby the conditions and safeguards included in such special permit shall be performed before any lot may be conveyed other than by mortgage deed. Nothing herein shall be deemed to prohibit a conveyance by a single deed, subject to such covenant of the entire parcel of land, the development of which is governed by the special permit.

"7.5.2.4 Reduction of Security

"Until completion of the development, the penal sum of any deposit or security held under clause 7.5.2.3(a) above may from time to time be reduced by the Board of Appeals by an amount not to exceed 85% of the value of work originally estimated.

"7.5.2.5 Release of Security

"Upon the completion of the development or upon performance of the conditions and safeguards imposed by such special permit, security for the performance of which was given, the applicant shall send by registered mail to the Board of Appeals an affidavit that the conditions and safeguards in connection with which such security has been given have been complied with. If the Board of Appeals determines that the conditions and safeguards of the special permit have been complied with, it shall release the interest of the Town in such security, return or release the security to the person who furnished the same, or release the covenant by appropriate instrument, duly acknowledged. If the Board of Appeals determines that the conditions or safeguards included in the special permit have not been complied with, it shall specify the conditions or safeguards with which the applicant has not complied in a notice sent by registered or certified mail, to the applicant.

"7.5.2.6 Board of Appeals Failure to Act

"If the Board of Appeals fails to send such a notice within sixty days after it receives the applicant affidavit, all obligations under the security shall cease and terminate, any deposit shall be returned and any such covenant become void.

"7.5.2.7 Applicant Failure to Complete Work

"Upon failure of the applicant to complete such work to the satisfaction of the Board of Appeals in accordance with all applicable plans, regulations and specifications, the Town shall be entitled to enforce such bond or to realize upon such securities to the extent necessary to complete all such work without delay."

ARTICLE 9: AMEND ZONING BY-LAW - RESIDENTIAL COMPOUND

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (2) Density, by adding the following new sentence at the end of the paragraph:

   "Land which, at the time of submission of an application under this section, is subject to a perpetual restriction of the type described in G.L.c. 184 sec 31 or any restriction similar thereto, shall not be included in the minimum tract size."

2. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (3) Dimensional Requirements, by revising the second sentence thereof, so that it shall read as follows:

   "No building lot within the Residential Compound shall be reduced in size below the minimum lot area required for the district in which it is located."

3. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (4) Access, by revising the paragraph, so that it shall read as follows:

   "(4) Access - Each building lot in the Residential Compound shall have adequate and legally enforceable rights of access to a way via a private street or driveway."

4. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (5) Open Space, by revising the first sentence of the first paragraph, so that it shall read as follows:

   "(5) Open Space - Any land within the Residential Compound, not designated as a building lot, private road or driveway shall be designated as permanent open space."

5. In Section 4.2.6 Residential Compound, Subsection (e) Procedure for Approval, by deleting paragraphs (2) and (3); and by redesignating existing paragraph (4) as paragraph (2), existing paragraph (5) as paragraph (3), existing paragraph (6) as paragraph (4), existing paragraph (7) as paragraph (5), and existing paragraph (8) as paragraph (6).

6. In Section 4.2.6 Residential Compound, Subsection (e) Procedure for Approval, by deleting the last paragraph thereof.

7. In Section 4.2.6 Residential Compound, Subsection (f) Referral, by deleting the second paragraph thereof.

8. In Section 7.7.2 Design Review Board, Subsection 7.7.2.2 Authority and Specific Powers, by revising the first paragraph thereof, so that it shall read as follows:

   "The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development and Section 4.2.4 Flexible Development."

9. In Section 7.7.2 Design Review Board, Subsection 7.7.2.2 Authority and Specific Powers, by revising the second sentence of the third paragraph, so that it shall read as follows:

   "Its findings and recommendations, along with any suggested restrictions and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments."

10. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the first sentence of the first paragraph, so that it shall read as follows:

    "An application for Design Review shall be submitted to the Design Review Board simultaneously with any application submitted to the Planning Board for Site Plan review, Planned Residential Development or Flexible Development, or prior to any application for a building permit or any construction activity as described in the second paragraph of Subsection 7.7.2.2."

11. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the second sentence of the second paragraph, so that it shall read as follows:

    "Within fifteen (15) days of the meeting, a preliminary design review report shall be sent both to the applicant and to the Planning Board, when a special permit is required under Sections 7.4, 4.2.5 and 4.2.4."

12. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the first sentence of the third paragraph, so that it shall read as follows:

    "In the case of a Special Permit for Site Plan Review, Planned Residential Development or Flexible Development, a preliminary design review report shall be submitted to the Planning Board, with a copy to the applicant, within thirty-five (35) days of the date of receipt of the application."

13. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the fourth paragraph, so that it shall read as follows:

    "In addition to the submission materials listed in Sections 4.2.5 Planned Residential, 7.4 Site Plan Review or 7.2 Building or Use Permit, respectively, an application for Design Review shall contain the requisite number of materials listed in the "Rules and Regulations" of the Design Review Board."

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law as follows:

1. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (2) Density, by adding the following new sentence at the end of the paragraph:
   "Land which, at the time of submission of an application under this section, is subject to a perpetual restriction of the type

described in G.L.c. 184 sec 31 or any restriction similar thereto, shall not be included in the minimum tract size."

2. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (3) Dimensional Requirements, by revising the second sentence thereof, so that it shall read as follows:

"No building lot within the Residential Compound shall be reduced in size below the minimum lot area required for the district in which it is located."

3. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (4) Access, by revising the paragraph, so that it shall read as follows:

"(4) Access - Each building lot in the Residential Compound shall have adequate and legally enforceable rights of access to a way via a private street or driveway."

4. In Section 4.2.6 Residential Compound, Subsection (b) Standards, paragraph (5) Open Space, by revising the first sentence of the first paragraph, so that it shall read as follows:

"(5) Open Space - Any land within the Residential Compound, not designated as a building lot, private road or driveway shall be designated as permanent open space."

5. In Section 4.2.6 Residential Compound, Subsection (e) Procedure for Approval, by deleting paragraphs (2) and (3); and by redesignating existing paragraph (4) as paragraph (2), existing paragraph (5) as paragraph (3), existing paragraph (6) as paragraph (4), existing paragraph (7) as paragraph (5), and existing paragraph (8) as paragraph (6).

6. In Section 4.2.6 Residential Compound, Subsection (e) Procedure for Approval, by deleting the last paragraph thereof.

7. In Section 4.2.6 Residential Compound, Subsection (f) Referral, by deleting the second paragraph thereof.

8. In Section 7.7.2 Design Review Board, Subsection 7.7.2.2 Authority and Specific Powers, by revising the first paragraph thereof, so that it shall read as follows:

"The Design Review Board shall review requests for site plan review and approval submitted in accordance with Section 7.4 Site Plan Review and requests for special permits in accordance with Section 4.2.5 Planned Residential Development and Section 4.2.4 Flexible Development."

9. In Section 7.7.2 Design Review Board, Subsection 7.7.2.2 Authority and Specific Powers, by revising the second sentence of the third paragraph, so that it shall read as follows:

"Its findings and recommendations, along with any suggested restrictions and conditions, shall be transmitted to the applicant and Planning Board, acting as a special permit granting authority for "Major Projects" under Site Plan Review, Planned Residential Developments and Flexible Developments."

10. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the first sentence of the first paragraph, so that it shall read as follows:

"An application for Design Review shall be submitted to the Design Review Board simultaneously with any application submitted to the Planning Board for Site Plan review, Planned Residential Development or Flexible Development, or prior to any application for a building permit or any construction activity as described in the second paragraph of Subsection 7.7.2.2."

11. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the second sentence of the second paragraph, so that it shall read as follows:

"Within fifteen (15) days of the meeting, a preliminary design review report shall be sent both to the applicant and to the Planning Board, when a special permit is required under Sections 7.4, 4.2.5 and 4.2.4."

12. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the first sentence of the third paragraph, so that it shall read as follows:

"In the case of a Special Permit for Site Plan Review, Planned Residential Development or Flexible Development, a preliminary design review report shall be submitted to the Planning Board, with a copy to the applicant, within thirty-five (35) days of the date of receipt of the application."

13. In Section 7.7 Design Review, Subsection 7.7.3 Procedure, by revising the fourth paragraph, so that it shall read as follows:

"In addition to the submission materials listed in Sections 4.2.5 Planned Residential, 7.4 Site Plan Review or 7.2 Building or Use Permit, respectively, an application for Design Review shall contain the requisite number of materials listed in the "Rules and Regulations" of the Design Review Board."

Mr. Paul Killeen, Chairman, addressed this proposal on behalf of the Planning Board. He indicated that this article deals with group or cluster housing and allows a builder to build a driveway for the group. The article also contains some housekeeping amendments and wording so that areas with wetlands would not be designated as "common use".

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 10: AMEND ZONING BY-LAW - SALE OF CHRISTMAS TREES AND RELATED MERCHANDISE

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 1.3, Definitions, by inserting the following new definition at the appropriate alphabetical location:

"Christmas Season - A period in time from the Saturday before Thanksgiving Day until January 4 of the following year."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
"Sale during Christmas season of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	SP	SP	SP	SP	Y	Y	Y	Y"

3. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	B	CSB	CB	ASB	HAB
"Sale during Christmas season of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	Y	Y	Y	Y	Y"

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law as follows:

1. In Section 1.3, Definitions, by inserting the following new definition at the appropriate alphabetical location:

"Christmas Season - A period in time from the Saturday before Thanksgiving Day until January 4 of the following year."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
"Sale during Christmas season of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	SP	SP	SP	SP	Y	Y	Y	Y"

3. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	B	CSB	CB	ASB	HAB
"Sale during Christmas season of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	Y	Y	Y	Y	Y"

A motion to amend was offered by Mrs. Carol A. Tracy by adding under Section 2. USE the words "by a non-profit corporation" after the words "Christmas season" and by adding under Section 3 USE the words "by a non-profit corporation" after the words "Christmas season".

Mr. Frank S. Gallello, member, addressed this proposal on behalf of the Planning Board.

Mr. Dana W. Story, Jr. spoke in favor of this article. He noted that the Booster Club has given the High School close to $50,000. in the last 3 years as a result of the Christmas tree sales.

Mrs. Jane A. Howard noted that there are some very good non-profit organizations in Town that are not corporations. A motion to amend the amended motion was offered by Mrs. Jane A. Howard to add the words "or organization" after the word "corporation" in both Sections 2 and 3.

A motion to move the previous question on all motions on the floor was offered by Mr. Arthur M. Tiernan, Jr. The motion was presented and carried unanimously by voice vote.

Mrs. Howard's motion to amend the amendment to add the words "or organization" in sections 2 and 3 was presented and carried by voice vote. Mr. Daniel P. Matthews rose to request a count of hands and was joined by more than the required seven Town Meeting Members. The motion was again presented and carried by a count of hands. The hand count was Yes 145 - No 56.

Mrs. Tracy's motion to amend, as amended, was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the Needham Zoning By-Law as follows:

1. In Section 1.3, Definitions, by inserting the following new definition at the appropriate alphabetical location:

   "Christmas Season - A period in time from the Saturday before Thanksgiving Day until January 4 of the following year."

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
"Sale during Christmas season by a non-profit corporation or organization of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	SP	SP	SP	SP	Y	Y	Y	Y"

3. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Church or other place of worship, parish house, rectory, convent and other religious institution" a new entry which shall read as follows:

USE	B	CSB	CB	ASB	HAB
"Sale during Christmas season by a non-profit corporation or organization of uncut or cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises and associated, related merchandise, including the outdoor display of trees, wreaths and merchandise. Outdoor display is permitted on existing parking spaces, except that adequate parking and loading must be maintained.	Y	Y	Y	Y	Y"

ARTICLE 11: AMEND ZONING BY-LAW - USE WITHIN 1,500 FEET OF INDUSTRIAL-1 DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law in Section 3.2.1, as follows:

> "... that no use other than one or two family residence should be permitted in the Single residence zone and General residence zone within 1500 feet of an Industrial-1 zoned district."

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law in Section 3.2.1, as follows:

> "... that no use other than one or two family residence should be permitted in the Single residence zone and General residence zone within 1500 feet of an Industrial-1 zoned district."

The Moderator noted that this article is a citizens' petition and is to be withdrawn upon passage of Article 7.

A motion to postpone the subject matter of Article 11 was offered by Mr. Irwin Silverstein. The motion was presented and carried unanimously by voice vote.

ARTICLE 12: AMEND ZONING BY-LAW - RESIDENTIAL HOSPICE HOUSE

To see if the Town will vote to amend the Needham Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by revising the entry which reads in part "The use of a single-family detached dwelling for a residential hospice house..... preceding paragraphs 1 through 5", so that it now reads as follows (new language underlined):

> "The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons in the RRC and SRA Districts and six persons in the SRB and GR Districts, respectively; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any setback area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet in the RRC and SRA Districts and 10,000 square feet in the SRB and GR Districts, respectively, calculated in accordance with s.4.2.1(a) of this By-Law; b) minimum frontage: 150 feet in the SRA and RRC Districts and 80 feet in the SRB and GR Districts, respectively; c) front setback: 50 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; d) side setback: 25 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; e) rear setback: 25 feet in the SRA and RRC Districts and 10 feet in the SRB and GR Districts, respectively; f) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this By-Law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
Y	Y	Y	N	N	N	N	N"

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by revising the entry which reads in part "The use of a single-family

detached dwelling for a residential hospice house..... preceding paragraphs 1 through 5", so that it now reads as follows (new language underlined):

"The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons in the RRC and SRA Districts and six persons in the SRB and GR Districts, respectively; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any setback area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet in the RRC and SRA Districts and 10,000 square feet in the SRB and GR Districts, respectively, calculated in accordance with s.4.2.1(a) of this By-Law; b) minimum frontage: 150 feet in the SRA and RRC Districts and 80 feet in the SRB and GR Districts, respectively; c) front setback: 50 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; d) side setback: 25 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; e) rear setback: 25 feet in the SRA and RRC Districts and 10 feet in the SRB and GR Districts, respectively; f) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this By-Law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
Y	Y	Y	N	N	N	N	N".

A motion to amend was offered by Christina W. Millet to change the figure "10,000" square feet in section (3) a) to "20,000" square feet, and to add the following words "except that in SR and GR Districts buildings and structures on lots created by deed or plan endorsed or recorded before January 9, 1986, shall have a minimum side line setback of 10 feet" to the end of section (3) d).

Mr. David C. Gerber, member, addressed this proposal on behalf of the Planning Board. Mr. Gerber explained that this article is similar to one passed at the 1993 Annual Town Meeting only for acre lots.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 188 - No 4.

VOTED: That the Town amend the Needham Zoning By-Law, Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts, by revising the entry which reads in part "The use of a single-family detached dwelling for a residential hospice house..... preceding paragraphs 1 through 5", so that it now reads as follows (new language underlined):

"The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons in the RRC and SRA Districts and six persons in the SRB and GR Districts, respectively; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any setback area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet in the RRC and SRA Districts and 20,000 square feet in the SRB and GR Districts, respectively, calculated in accordance with s.4.2.1(a) of this By-Law; b) minimum frontage: 150 feet in the SRA and RRC Districts and 80 feet in the SRB and GR Districts, respectively; c) front setback: 50 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively; d) side setback: 25 feet in the SRA and RRC Districts and 20 feet in the SRB and GR Districts, respectively, except that in SRB and GR districts buildings and structures on lots created by deed or plan endorsed or recorded before January 9, 1986, shall have a minimum side line setback of 10 feet; e) rear setback: 25 feet in the SRA and RRC Districts and 10 feet in the SRB and GR Districts, respectively; f) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this By-Law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each

subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1	IND P*
Y	Y	Y	N	N	N	N	N".

ARTICLE 13: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1994, as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject, in the case of the Town Clerk, to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$50,000
Selectmen, Chairman	$1,800.
Selectmen, Others	$1,500.
Assessor, Chairman	$1,800.
Assessor, Others	$1,500.;

or take any other action relative thereto.

A motion to amend was offered by Michele M. McQuillen that the Town vote to amend Article 13, Elected Officials' Salaries, by deleting the sum of $50,000. after the words "Town Clerk" and inserting in place thereof the following "$51,500.

A motion to discuss Articles 13, 14, and 15 together but vote on separately was offered by Mr. Richard S. Creemn. The motion was presented and carried unanimously by voice vote.

Mr. Richard S. Creem, member, addressed these articles on behalf of the Personnel Board, which makes recommendations to Town Meeting regarding non-represented employees, changes in the Consolidated Personnel By-Law, and amendments to the Classification & Standard Rates of Compensation. The Board also reviews the collective bargaining agreements.

Mrs. Michele M. McQuillen reviewed section 12 of Article 14 - the proposed Merit Plan - which includes a Merit Step Increase, a Merit Bonus, and a Merit Raise. She also reviewed Article 15 indicating the Personnel Board's recommendation of a 3% cost of living increase.

A motion to amend Article 14 by deleting the second sentence of the last paragraph of subsection 12 was offered by Michele M. McQuillen.

A motion to amend was offered by Mr. Richard S. Creem that the Town vote to amend the Classification and Standard Rates of Compensation Schedule as presented under Article 15 by inserting the title "Program Manager M-1" after the title "Program Coordinatoir S-12" on Schedule A.

A motion to amend under Article 14, paragraph 11 was offered by Mr. Paul Killeen by deleting subsections (1), (2), (3), (5), and (6).

Mr. Killeen expressed concern about the benefits for part time Traffic Supervisors. He indicated that other part time employees are not entitled to these benefits.

Mrs. Deborah A. Coyle, Town Meeting Member and Traffic Supervisor, spoke in favor of Article 14, Paragraph 11 noting that most Traffic Supervisors work less than 10 hours a week for an average salary of $103. per week before taxes. She noted that she works 1/2 hour each school morning, 1 hour at noon, and 1/2 hour in the afternoon, thus devoting the whole day to a part time position. Police Chief William G. Slowe echoed Mrs. Coyle's remarks suggesting that the Traffic Supervisors are invaluable to the Police Department and to the Town.

A motion to amend Article 14, Section 13 was offered by Mr. James Hugh Powers by striking out the paragraph encaptioned Emergency Classification and be inserting in place thereof the following paragraph:

"Emergency Classification. - When so requested by an appointing authority, the Personnel Board may establish a new classification and the compensation therefor on a temporary basis in order to meet emergency and unforeseen conditions, such classification and compensation to remain in effect until the next Town Meeting, at which time the Board may recommend to such Town Meeting that such classification and compensation be made permanent. If such recommendation is accepted by said Town Meeting, the aforesaid classification and compensation shall be permanent thenceforth until further altered by vote of the town Meeting. If such classification and compensation are not made permanent by vote of such Town Meeting, the classification and its compensation shall terminate upon the adjournment sine die of such Town Meeting; provided, however, that the incumbent in any position covered by such classification shall revert to the classification and compensation of the position, if any, which he or she held immediately prior to creation of the temporary classification aforesaid, without loss or place in the step-rate schedule. In the event that the Town Meeting fails to make such temporary classification permanent, the employee incumbent in such position so classified shall not be required to return any compensation already paid to him or her by the Town.

A motion to amend was offered by Mr. Gerald R. Browne under Article 14 to eliminate Section 12. Mr. Browne expressed concern that there are no constraints to this type of spending. He would like to see this brought back to Town Meeting next year after review with the Finance Committee.

At 11:10 P.M. Mr. Thomas M Alpert moved that the Annual Town Meeting stand adjourned to Wednesday, May 4, 1994 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 4, 1994

Pursuant to adjournment of the Annual Town Meeting held May 2, 1994, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 4, 1994, at 7:30 P.M.

Check lists were used and 263 voters were checked on the list as being present, including 237 Town Meeting Members.

At the designation of Rev. Richard A. Horner, President of the Needham Clergy Association, Rev. Roy F. Cederholm, Paster, Christ Episcopal Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

H. Phillip Garrity, Jr., Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 7:30 P.M. and the Special Town Meeting called for this evening at 8:00 P.M. are either adjourned or dissolved. It was so voted unanimously.

SPECIAL TOWN MEETING

May 4, 1994
7:30 P.M.

Pursuant to a warrant issued by the Selectmen on April 12, 1994, this meeting was called for May 4, 1994, at 7:30 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parlimentary rules as outlined for the Annual Town Meeting were adopted.

ARTICLE 1: AMEND THE ZONING BY-LAW

To see if the Town will vote to amend the Needham Zoning By-Law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, so that the regulations applicable to municipal buildings shall continue to apply to buildings constructed and/or utilized for a municipal use, notwithstanding the sale, lease or other deposition thereby the Town, and/or the use thereof for other than municipal purposes.

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning By-Law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, so that the regulations applicable to municipal buildings shall continue to apply to buildings constructed and/or utilized for a municipal use, notwithstanding the sale, lease or other deposition thereby the Town, and/or the use thereof for other than municipal purposes.

A motion to amend was offered by Mr. Paul Killeen under Article 1 as follows: by deleting the remainder of the language of Article 1 after the word "Exceptions," and replacing it with the following:

"by adding the following sentence to the end of the first paragraph in sub-section 4.2.2:

'Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership.'"

Mr. John H. Cogswell, Trustee, addressed this proposal on behalf of the Trustees of Glover Memorial Hospital. Mr. Paul Killeen, Chairman, addressed the amendment on behalf of the Planning Board.

A motion to amend was offered by Mr. Ronald W. Ruth that the word "reconstructed" be deleted and the word "restored" be added in its place.

David S. Tobin, Town Counsel, advised that the Deaconness needs flexibility and he would not recommend adoption of Mr. Ruth's motion to amend.

After a brief discussion, a motion to move the previous question on all motions was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mr. Ruth's motion to amend was presented, but it failed to pass by voice vote.

Mr. Killeen's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the Needham Zoning By-Law, Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.2, Height Limitation Exceptions, "by adding the following sentence to the end of the first paragraph in sub-section 4.2.2:

'Any municipal building which ceases to be a municipal building, because of a change of use or ownership, may continue to be used, maintained and reconstructed so as to contain up to the number of stories and the height which existed at the time of the change to non-municipal use or ownership.'"

ARTICLE 2: AMEND FISCAL YEAR 1994 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1994 Operating budget, adopted under Article 13 at the 1993 Annual Town Meeting and amended by Article 2 of the November 1993 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1994 Operating budget, adopted under Article 13 at the 1993 Annual Town Meeting and amended by Article 2 of the November 1993 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, said amounts to be raised and expended as follows:

Line Item	Appropriation	Changing From	Changing To
013	Health Insurance	$3,980,000.	$3,890,000.
016	Uniform Serv. Self. Ins.	85,000.	175,000.
101	Selectmen, Salaries	307,164.	313,664.
102	Selectmen, Pur. of Service	153,708.	147,208.
211	Finance Com., Reserve	676,477.	701,477.
401	Police, Salaries	2,118,007.	2,108,007.
402	Police, Overtime	344,287.	354,287.
502	DPW, Purchase of Service	1,593,711.	1,523,711.
503	DPW, Expenses	453,155.	523,155.
609	Youth Com., Salaries	99,374.	95,474.
611	Youth Com., Capital Outlay	0	3,900.

And that the following line-item be partially funded by a transfer from the Stabilization Fund:

211 Finance Com., Reserve $25,000.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: AMEND GENERAL BY-LAWS 2.6.3

To see if the Town will vote to amend the Needham By-Laws to add paragraph 2.6.3, as follows:

"2.6.3 All sale of cigarettes by machine is prohibited.

Any person who violates sub-section 2.6.3 shall be punished by a fine not exceeding two hundred ($200.00) dollars for each offense. Each sale in violation of sub-section 2.6.3 shall be considered a separate offense. This sub-section may be enforced under the provisions of either section 10.2.1 or 10.2.2. The enforcement agent for the provisions of this by-law shall be any member of the Needham Police Department or any member or agent of the Needham Board of Health.";

or take any other action relative thereto.

MOVED: That the Town will vote to amend the Needham By-Laws to add paragraph 2.6.3, as follows:

"2.6.3 All sale of cigarettes by machine is prohibited.

Any person who violates sub-section 2.6.3 shall be punished by a fine not exceeding two hundred ($200.00) dollars for each offense. Each sale in violation of sub-section 2.6.3 shall be considered a separate offense. This sub-section may be enforced under the provisions of either section 10.2.1 or 10.2.2. The enforcement agent for the provisions of this by-law shall be any member of the Needham Police Department or any member or agent of the Needham Board of Health."

A motion to amend was offered by Sally B. Davis as follows:

by adding immediately after "2.6.3" the following:

"Sale of Cigarettes by Machine."

by deleting the third sentence of Article 3 in its entirety;

by deleting the fourth sentence of Article 3 in its entirety;

by adding to Section 10.2.2.3 of the Needham General By-Laws immediately after clause "D", a new clause "E." as follows:

"E. Sale of Cigarettes by Machine (Sub-section 2.6.3)

Enforcement Agent: Any member or Agent of the Board of Health
Fine Schedule:"

by requesting that the Town Clerk reletter the remaining clauses contained in Section 10.2.2.3 after the insertion of the new clause "E.".

Mr. Thomas Bean, petitioner and resident, addressed this proposal. He reviewed the purpose of the proposed by-law, the response by the public, the affect on retailers, and the affect on adult purchasers. Individuals under the age of 18 are not allowed to purchase cigarettes. This by-law will make it more difficult for kids to purchase cigarettes. There are only 5 cigarette vending machines in the Town of Needham and it is the vending machine companies who make the money - not the retailer.

Dr. David C. Bellinger, Chairman, addressed this proposal on behalf of the Board of Health. He noted that the Board was unanimous in support of this article. Unanimous consent was given to allow Dr. Fredric Cantor, Director of the Board of Health and non-resident, to addressed Town Meeting. He advised that this is a positive step and supported passage of this article.

Mr. Adrian Durbin, Town Meeting Member and Needham High School Senior, spoke in support of this article as well as Fifth Graders Julie Keefe and Sam Jacobs.

Mrs. Joyce Rockmore opposed banning vending machines, but suggested that retailers follow in the footsteps of Needham Apothecary and not sell cigarettes at all.

Mr. Jack Kerner, vending machine owner, opposed this article and advised that locking devices for these machines do work.

A motion to move the previous question was offered by Mr. Eugene S. McMorrow. The motion was presented and carried unanimously by voice vote.

Mrs. Davis' motion to amend was presented and carried unaninmously by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town amend the Needham By-Laws to add paragraph 2.6.3, as follows:

"2.6.3 **Sale of Cigarettes by Machine.** All sale of cigarettes by machine is prohibited.

Any person who violates sub-section 2.6.3 Sale of Cigarettes by Machine shall be punished by a fine not exceeding two hundred ($200.00) dollars for each offense. Each sale in violation of sub-section 2.6.3 shall be considered a separate offense.";

by adding to Section 10.2.2.3 of the Needham General By-Laws immediately after clause "D", a new clause "E." as follows:

"E. Sale of Cigarettes by Machine (Sub-section 2.6.3)

Enforcement Agent: Any member or Agent of the Board of Health
Fine Schedule:"

by requesting that the Town Clerk reletter the remaining clauses contained in Section 10.2.2.3 after the insertion of the new clause "E.".

At 8:40 P.M., Mr. H. Phillip Garrity, Jr. offered the following resolution:

RESOLUTION

WHEREAS, Mr. J. Norman Gledhill, Jr., a former 36 year resident of Needham who devoted his time and energy to the Town of Needham, and

WHEREAS, Mr. Gledhill served his community as a town meeting member, a little league coach and President of the Needham Little League Association, and Past President of the Greater Boston Youth Hockey League, and

WHEREAS, He served with the United States Marine Corps during World War II, was Past Commander of American Legion Post #14 in Needham, and

WHEREAS, Mr. Gledhill moved to Harwich Port in 1984 and was elected Selectman and served a three year term;

NOW, THEREFORE BE IT RESOLVED by this body that this Special

Town Meeting be dissolved in honor of the many civic contributions of J. Norman Gledhill, Jr. to the Town of Needham.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC/AAE
Town Clerk

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SPECIAL TOWN MEETING

May 4, 1994
8:00 P.M.

Pursuant to a warrant issued by the Selectmen on April 12, 1994, this meeting was called for May 4, 1994, at 8:00 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parlimentary rules as outlined for the Annual Town Meeting were adopted.

ARTICLE 1: THE SALE OF THE GLOVER HOSPITAL

To see if the Town will vote to authorize the Board of Selectmen and the Trustees of the Glover Memorial Hospital to sell the real estate known as 148 Chestnut Street and 86 School Street, Needham, MA known as the Glover Memorial Hospital and all the fixtures, equipment and personal property, tangible or intangible, of the Glover Memorial Hospital to the Deaconess-Glover Hospital Corporation, under such terms and conditions as said boards deem appropriate, to take any and all action necessary to consummate such sale, to provide for the proper disposition of any or all of the trust funds relating thereto and, to obtain permission to consummate said sale from a court of competent jurisdiction to the extent required;

or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen and the Trustees of the Glover Memorial Hospital to sell the real estate known as 148 Chestnut Street and 86 School Street, Needham, MA known as the Glover Memorial Hospital and all the fixtures, equipment and personal property, tangible or intangible, of the Glover Memorial Hospital to the Deaconess-Glover Hospital Corporation, under such terms and conditions as said boards deem appropriate, to take any and all action necessary to consummate such sale, to provide for the proper disposition of any or all of the trust funds relating thereto and, to obtain permission to consummate said sale from a court of competent jurisdiction to the extent required.

Mr. John H. Cogswell, Trustee, addressed this proposal on behalf of the Glover Memorial Hospital Trustees. He reviewed the activities regarding the purchase and sale of Glover and advised that the Deaconess is committed to preserving the identity of Glover as a local provider of health care for at least five years. Mr. Cogswell urged support of Article 1.

Mr. Paul Theodore Owens, Selectman, addressed this proposal on behalf of the Board of Selectmen. The Board supports the sale of the Glover Hospital. There are major changes in the health care industry and the sale of Glover will keep a health care facility in Needham in its current form as long as possible and the Board of Selectmen view this hospital as a generator of economic activity for the Town of Needham. The Board recommends support of Article 1.

Mrs. Cynthia J. Chaston, member, addressed this proposal on behalf of the Finance Committee. She advised that two members of the Finance Committee have served on the Glover Sale Committee and urge support of this article.

Also speaking in favor of Article 1 were Town Meeting Members Meg Hale and Harriett D. Tippett.

After a brief discussion, Mr. John F. Connell moved the previous question. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by voice vote.

At 9:30 P.M., Mr. H. Phillip Garrity, Jr. offered the following resolution:

RESOLUTION

In Memory of Joseph DePasque

WHEREAS, Joseph DePasqua was born in Brockton, graduated from Brockton High School where he was a standout athlete, went on to Amherst College where he earned three letters in baseball, basketball, and football, and

WHEREAS, Joseph DePasqua was a long-time Needham resident, a devoted friend of many, a dedicated teacher for twenty years, a coach of basketball and football, and an outstanding Principal of the High Rock School, and

WHEREAS, His service to the community included twelve years as a member of the Needham School Committee, past president of the Needham Teachers Club, past president of the Mitchell School Parent-Teachers Club, past member of the board of directors of the Camp Fire Girls, and a life member of the Massachusetts Interscholastic Athletic Council, and

WHEREAS, His devoted service to the Town will long be remembered by all its citizens;

NOW, THEREFORE BE IT RESOLVED by this body that this 1994 Special Town Meeting be dissolved in honor of the many civic contributions of Joseph DePasqua to the Town of Needham.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

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The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

Discussion continued under Articles 13, 14, and 15 with Mr. Neil O. Alper expressing concern with the proposed 3% cost of living increase recommended by the Personnel Board for non-represented employees. He noted that the 3% is five times greater than the Boston Consumer Index. Mrs. Doris O. Waldstein suggested that the Personnel Board consider granting raises every other year.

Mrs. Michele M. McQuillen, member, addressed these proposals on behalf of the Personnel Board. She indicated that the wages were lower than other towns in the past and have been brought up over the last

couple of years. She expressed concern that these wages not fall behind again. Mr. H. Phillip Garrity, Jr., Chairman, Board of Selectmen, advised that there has been a 3% wage increase negotiated for Town Hall employees that will be brought before Town Meeting for approval under Article 19. He suggested that because the 3% follows three years of almost zero increases, the 3% increase is right and reasonable. Mr. Michael Fee, Chairman, advised that the Finance Committee voted to approve the Personnel Board's wage package of 3% and that monies have been set aside to accommodate these increases.

Under Article 14, Mrs. Deborah A. Coyle reiterated that paragraph 11 under Article 14 is a housekeeping article. She also noted that the cost of hiring three new Traffic Supervisors last year was less than $4,000. per person.

In response to an inquiry from Mr. Daniel P. Messing, Mrs. McQuillen noted that the Personnel Board brought this paragraph before Town Meeting as soon as it was discovered. Mr. Michael Fee advised that the Finance Committee supports this recommendation, but would take a dim view of the same request for other part time employees.

Mr. Richard S. Creem, member, Personnel Board, urged support of Articles 14 and 15. He noted that the Personnel Board has surveyed other towns and that those towns provide benefits equal to or more than those supplied by the Town of Needham. Mr. Creem also expressed concern that the town could end up with more unions if the non-represented employees are treated differently from the represented employees. He also advised that the Personnel Director surveyed other towns with merit plans. Those towns include Concord, Danvers, and Reading with several other towns in the investigative stages. Mr. Creem noted that incentive based on performance is the wave of the future and that the Personnel Board would bring this Merit Plan back to Town Meeting if it doesn't pass.

Mr. Gerald R. Browne expressed concern with this plan and indicated that he would like to see a total salary picture.

Unanimous consent was given to allow Mr. Carl Valente, Town Administrator and non-resident, address Town Meeting. Mr. Valente explained the new method of determining the hourly rate of pay under Article 14, paragraph 1. He stated that this new method would have no affect on the budget.

After a lengthy discussion, a motion to move the previous question was offered by Mr. Foster S. Crook. The motion was presented and carried by voice vote.

Under Article 13, Mrs. McQuillen's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1994, as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject, in the case of the Town Clerk, to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

Town Clerk	$51,500.
Selectmen, Chairman	$1,800.
Selectmen, Others	$1,500.
Assessor, Chairman	$1,800.
Assessor, Others	$1,500.

ARTICLE 14: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article IX of the General By-Laws of the Town of Needham) as follows:

1. Amend Section 9.11 Compensation by adding a new sentence at the end of sub-section (a) as follows: "Annual rates of pay shall be divided by 52 to produce a weekly rate and further divided by 37.5 or 40 (whichever is appropriate) to produce an hourly rate of pay."

2. Amend Section 9.15 by inserting a new section 9.15.8 as follows: "Employees who leave Town service in good standing and who return within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for vacation accrual. The length of the absence shall not be included in the calculation of continuous service."

3. Amend Section 9.15 by inserting a new section 9.15.9 as follows: "Employees who are not able to take vacation due to departmental workload, and who would forfeit such vacation at the conclusion of the fiscal year, may convert a maximum of five days of vacation to non-occupational sick leave per fiscal year.

4. Amend Section 9.11.12 by deleting the third paragraph and inserting in place thereof the following: "Non-represented employees eligible to receive longevity who leave Town service in good standing and who return to work within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for longevity. The length of the absence shall not be included in the calculation of continuous service."

5. Amend Section 9.11.12 by deleting the references to "$100" in the first and second paragraph and inserting in place thereof "$125."

6. Amend section 9.24.3 by inserting a third paragraph as follows: "One non-occupational sick leave credit (the equivalent of 7.5 or 8 hours) may be used each fiscal year by non-represented employees for the purpose of preventive medical or dental appointments. The appointing authority or department head may require the employee to submit medical documentation by a practicing physician to substantiate the use of sick leave for the purpose of preventive medical or dental appointments."

7. Amend section 9.24.7 by inserting a new sentence at the end of the section as follows: "Employees who are hired after July 1, 1994 shall be subject to a 960 hour cap on the number of sick days to be used in calculating the 25% sick leave buy-back at retirement."

8. Amend Section 9.15.5 by deleting the number 15.630 after "22 years" and inserting in place thereof the number "15.625."

9. Amend Section 9.14 by deleting sub-section (b) and inserting in place thereof the following: "Non-exempt employees required by the appointing authority or department head to work on a recognized holiday shall receive time and one half their regular rate of pay for the hours worked on that holiday."

10. Amend Section 9.9.3 by deleting sub-section (b).

11. Amend Article 9 by inserting a new Section 9.20 as follows: "Traffic Supervisors Benefits" Incumbents in the title of Traffic Supervisor shall be entitled to: (1) time off with no loss of regular straight time pay on recognized school holidays which fall during the school year; (2) time off with no loss of regular straight time pay during approved school vacations and snow days; (3) accrual of 1 1/4 non-occupational sick leave days per month September through June; (4) $150 per fiscal year for uniform allowance; (5) bereavement leave in accordance with Section 9.23; and (6) personal leave in accordance with Section

9.18.

12. Amend Section 9.11 by deleting the second paragraph and inserting a new Section 9.11.16 as follows:

9.11.16 MERIT

Merit Step Increase: At the written request of the appointing authority or department head, the Personnel Board may grant an additional step or steps at the conclusion of the probationary period or at the time of the annual performance review if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. The date of the additional step or steps shall become the employee's anniversary date for the purposes of future satisfactory performance step increases.

Merit Bonus: At the written request of the appointing authority or department head, the Personnel Board may grant a one-time Merit Bonus in an amount not to exceed $1,800 per fiscal year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board.

Merit Raise: At the written request of the appointing authority or department head, the Personnel Board may grant a merit increase in an amount not to exceed 3 percent in any one year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. Approved merit raises shall be granted to employees who have been at maximum for at least one year. No employee shall be granted a merit raise in excess of the merit step set forth in the compensation plan, such step to be 10% of the maximum step in the applicable pay grade.

All of the provisions listed above shall apply only to non-represented employees and shall be subject to sufficient appropriation. If the Personnel Board approves a request in accordance with this article, the Personnel Board will submit a request for funding to the Finance Committee if such funding is not available in the appropriate departmental budget.

13. Amend section 9.10 by inserting a new section 9.10.7 as follows:

Emergency Classification The Personnel Board, after consultation with the appropriate appointing authority, may anticipate formal action by the Town Meeting by establishing new classifications and the compensation therefore, subject to subsequent ratification by the Town at a Town Meeting. In the event that the Town Meeting fails to ratify the new classification, any compensation already paid shall not be returned to the Town by the employee.

14. Amend section 9.9.4 by adding at the end of the section the following: "Job vacancy notices shall not be required for emergency appointments or for the temporary replacement of incumbents on approved leave status."

or take any other action relative thereto.

MOVED: That the Town amend its Consolidated Personnel By-Law (Article IX of the General By-Laws of the Town of Needham) as follows:

1. Amend Section 9.11 Compensation by adding a new sentence at the end of sub-section (a) as follows: "Annual rates of pay shall be divided by 52 to produce a weekly rate and further divided by 37.5 or 40 (whichever is appropriate) to produce an hourly rate of pay."

2. Amend Section 9.15 by inserting a new section 9.15.8 as follows: "Employees who leave Town service in good standing and who return within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for vacation accrual. The length of the absence shall not be included in the calculation of continuous service."

3. Amend Section 9.15 by inserting a new section 9.15.9 as follows: "Employees who are not able to take vacation due to departmental workload, and who would forfeit such vacation at the conclusion of the fiscal year, may convert a maximum of five days of vacation to non-occupational sick leave per fiscal year.

4. Amend Section 9.11.12 by deleting the third paragraph and inserting in place thereof the following: "Non-represented employees eligible to receive longevity who leave Town service in good standing and who return to work within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for longevity. The length of the absence shall not be included in the calculation of continuous service."

5. Amend Section 9.11.12 by deleting the references to "$100" in the first and second paragraph and inserting in place thereof "$125."

6. Amend section 9.24.3 by inserting a third paragraph as follows: "One non-occupational sick leave credit (the equivalent of 7.5 or 8 hours) may be used each fiscal year by non-represented employees for the purpose of preventive medical or dental appointments. The appointing authority or department head may require the employee to submit medical documentation by a practicing physician to substantiate the use of sick leave for the purpose of preventive medical or dental appointments."

7. Amend section 9.24.7 by inserting a new sentence at the end of the section as follows: "Employees who are hired after July 1, 1994 shall be subject to a 960 hour cap on the number of sick days to be used in calculating the 25% sick leave buy-back at retirement."

8. Amend Section 9.15.5 by deleting the number 15.630 after "22 years" and inserting in place thereof the number "15.625."

9. Amend Section 9.14 by deleting sub-section (b) and inserting in place thereof the following: "Non-exempt employees required by the appointing authority or department head to work on a recognized holiday shall receive time and one half their regular rate of pay for the hours worked on that holiday."

10. Amend Section 9.9.3 by deleting sub-section (b).

11. Amend Article 9 by inserting a new Section 9.20 as follows: "Traffic Supervisors Benefits" Incumbents in the title of Traffic Supervisor shall be entitled to: (1) time off with no loss of regular straight time pay on recognized school holidays which fall during the school year; (2) time off with no loss of regular straight time pay during approved school vacations and snow days; (3) accrual of 1 1/4 non-occupational sick leave days per month September through June; (4) $150 per fiscal year for uniform allowance; (5) bereavement leave in accordance with Section 9.23; and (6) personal leave in accordance with Section 9.18.

12. Amend Section 9.11 by deleting the second paragraph and inserting a new Section 9.11.16 as follows:

9.11.16 MERIT

Merit Step Increase: At the written request of the appointing

authority or department head, the Personnel Board may grant an additional step or steps at the conclusion of the probationary period or at the time of the annual performance review if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. The date of the additional step or steps shall become the employee's anniversary date for the purposes of future satisfactory performance step increases.

Merit Bonus: At the written request of the appointing authority or department head, the Personnel Board may grant a one-time Merit Bonus in an amount not to exceed $1,800 per fiscal year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board.

Merit Raise: At the written request of the appointing authority or department head, the Personnel Board may grant a merit increase in an amount not to exceed 3 percent in any one year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. Approved merit raises shall be granted to employees who have been at maximum for at least one year. No employee shall be granted a merit raise in excess of the merit step set forth in the compensation plan, such step to be 10% of the maximum step in the applicable pay grade.

All of the provisions listed above shall apply only to non-represented employees and shall be subject to sufficient appropriation. If the Personnel Board approves a request in accordance with this article, the Personnel Board will submit a request for funding to the Finance Committee if such funding is not available in the appropriate departmental budget.

13. Amend section 9.10 by inserting a new section 9.10.7 as follows:

Emergency Classification The Personnel Board, after consultation with the appropriate appointing authority, may anticipate formal action by the Town Meeting by establishing new classifications and the compensation therefore, subject to subsequent ratification by the Town at a Town Meeting. In the event that the Town Meeting fails to ratify the new classification, any compensation already paid shall not be returned to the Town by the employee.

14. Amend section 9.9.4 by adding at the end of the section the following: "Job vacancy notices shall not be required for emergency appointments or for the temporary replacement of incumbents on approved leave status."

A motion to amend under Article 14 was offered by Mrs. Michele M. McQuillen by deleting the second sentence of the last paragraph of subsection 12.

A second motion to amend under Article 14 was offered by Mr. Paul Killeen by striking paragraph #11 sections "(1), (2), (3), (5), and (6).

A third motion to amend under Article 14 was offered by Mr. Gerald R. Browne to eliminate paragraph #12.

A fourth motion to amend under Article 14 was offered by Mr. James Hugh Powers by striking out the paragraph encaptioned Emergency Classification and by inserting in place thereof the following paragraph:

"Emergency Classification. - When so requested by an appointing authority, the Personnel Board may establish a new classification and the compensation therefor on a temporary basis in order to meet emergency or unforeseen conditions, such classification and compensation to remain in effect until the next Town Meeting, at which time the Board may recommend to such Town Meeting, the aforesaid classification and compensation be made permanent. If such recommendation is accepted by said Town Meeting, the aforesaid classification and compensation shall be permanent thenceforth until further altered by vote of the Town Meeting. If such classification and compensation are not made permanent by vote of such Town Meeting, the classification and its compensation shall terminate upon the adjournment sine die of such Town Meeting; provided, however, that the incumbent in any position covered by such classification shall revert to the classification and compensation of the position, if any, which he or she held immediately prior to creation of the temporary classification aforesaid, without loss of place in the step-rate schedule. In the event that the Town Meeting fails to make such temporary classification permanent, the employee incumbent in such position so classified shall not be required to return any compensation already paid to him or her by the Town.

Mr. Thomas M. Alpert rose to request a division of Article 14 in order to vote each paragraph and was joined by more than the required 20 Town Meeting Members. (Section 1.7 Division of Motion - General By-Laws, Town of Needham.)

In response to an inquiry from Mrs. Claire Kroll Fusaro, Mrs. Michele M. McQuillen stated that Article 14 has already been bargained in a represented group.

After a lengthy discussion, a motion to move the previous questions on the main motion and all motions to amend was offered by Mr. Robert A. Downs. The motion was presented and carried unanimously by voice vote.

Article 14, paragraph #14 was presented and carried by voice vote.

Mr. Powers motion to amend under Article 14, paragraph #13 was presented and carried unanimously by voice vote.

Article 14, paragraph #13, as amended, was presented and carried unanimously by voice vote.

Mr. Browne's motion to amend to delete Article 14, paragraph #12, was presented, but it failed to pass by voice vote. Mr. Robert E. Chase requested a hand count and was joined by the required seven Town Meeting Members. Ms. Nancy E. McCarthy was sworn in as a teller by the Moderator. Mr. Browne's motion to amend was again presented, and it failed to pass by a count of hands. The hand count was Yes 63 - No 115.

Mrs. McQuillen's motion to amend under Article 14, paragraph #12, was presented and carried by voice vote. Article 14, paragraph #12, as amended, was presented and carried by voice vote.

Mr. Killeen's motion to amend under Article 14, paragraph #11, was presented, but it failed to pass by voice vote.

Article 14, paragraph #11, was presented and carried unanimously by voice vote.

Article 14, paragraph #10, was presented and carried unanimously by voice vote.

Article 14, paragraph #9, was presented and carried unanimously by voice vote.

Article 14, paragraph #8, was presented and carried unanimously by voice vote.

Article 14, paragraph #7, was presented and carried by voice

vote.

Article 14, paragraph #6, was presented and carried unanimously by voice vote.

Article 14, paragraph #5, was presented and carried unanimously by voice vote.

Article 14, paragraph #4, was presented and carried unanimously by voice vote.

Article 14, paragraph #3, was presented and carried unanimously by voice vote.

Article 14, paragraph #2, was presented and carried unanimously by voice vote.

Article 14, paragraph #1, was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

A motion to amend Article 14 by deleting paragraph 12, Section 9.11.16 "Merit Raise" was offered by Mr. Robert Y. Larsen. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion to amend was again presented and the Moderator was still in doubt as to the voice vote. The motion to amend was presented for the third time and carried by a count of hands. The hand count was Yes 95 - No 78.

The main motion, as most recently amended, was presented and carried by voice vote.

VOTED: That the Town amend its Consolidated Personnel By-Law (Article IX of the General By-Laws of the Town of Needham) as follows:

1. Amend Section 9.11 Compensation by adding a new sentence at the end of sub-section (a) as follows: "Annual rates of pay shall be divided by 52 to produce a weekly rate and further divided by 37.5 or 40 (whichever is appropriate) to produce an hourly rate of pay."

2. Amend Section 9.15 by inserting a new section 9.15.8 as follows: "Employees who leave Town service in good standing and who return within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for vacation accrual. The length of the absence shall not be included in the calculation of continuous service."

3. Amend Section 9.15 by inserting a new section 9.15.9 as follows: "Employees who are not able to take vacation due to departmental workload, and who would forfeit such vacation at the conclusion of the fiscal year, may convert a maximum of five days of vacation to non-occupational sick leave per fiscal year.

4. Amend Section 9.11.12 by deleting the third paragraph and inserting in place thereof the following: "Non-represented employees eligible to receive longevity who leave Town service in good standing and who return to work within two years will be entitled to receive credit for prior service for the purpose of calculating continuous service for longevity. The length of the absence shall not be included in the calculation of continuous service."

5. Amend Section 9.11.12 by deleting the references to "$100" in the first and second paragraph and inserting in place thereof "$125."

6. Amend section 9.24.3 by inserting a third paragraph as follows: "One non-occupational sick leave credit (the equivalent of 7.5 or 8 hours) may be used each fiscal year by non-represented employees for the purpose of preventive medical or dental appointments. The appointing authority or department head may require the employee to submit medical documentation by a practicing physician to substantiate the use of sick leave for the purpose of preventive medical or dental appointments."

7. Amend section 9.24.7 by inserting a new sentence at the end of the section as follows: "Employees who are hired after July 1, 1994 shall be subject to a 960 hour cap on the number of sick days to be used in calculating the 25% sick leave buy-back at retirement."

8. Amend Section 9.15.5 by deleting the number 15.630 after "22 years" and inserting in place thereof the number "15.625."

9. Amend Section 9.14 by deleting sub-section (b) and inserting in place thereof the following: "Non-exempt employees required by the appointing authority or department head to work on a recognized holiday shall receive time and one half their regular rate of pay for the hours worked on that holiday."

10. Amend Section 9.9.3 by deleting sub-section (b).

11. Amend Article 9 by inserting a new Section 9.28 as follows: "Traffic Supervisors Benefits" Incumbents in the title of Traffic Supervisor shall be entitled to: (1) time off with no loss of regular straight time pay on recognized school holidays which fall during the school year; (2) time off with no loss of regular straight time pay during approved school vacations and snow days; (3) accrual of 1 1/4 non-occupational sick leave days per month September through June; (4) $150 per fiscal year for uniform allowance; (5) bereavement leave in accordance with Section 9.23; and (6) personal leave in accordance with Section 9.18.

12. Amend Section 9.11 by deleting the second paragraph and inserting a new Section 9.11.16 as follows:

9.11.16 MERIT

Merit Step Increase: At the written request of the appointing authority or department head, the Personnel Board may grant an additional step or steps at the conclusion of the probationary period or at the time of the annual performance review if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board. The date of the additional step or steps shall become the employee's anniversary date for the purposes of future satisfactory performance step increases.

Merit Bonus: At the written request of the appointing authority or department head, the Personnel Board may grant a one-time Merit Bonus in an amount not to exceed $1,800 per fiscal year if the employee has demonstrated exceptional performance in accordance with regulations promulgated by the Personnel Board.

All of the provisions listed above shall apply only to non-represented employees and shall be subject to sufficient appropriation.

13. Amend section 9.10 by inserting a new section 9.10.7 as follows:

Emergency Classification - When so requested by an appointing authority, the Personnel Board may establish a new classification

and the compensation therefor on a temporary basis in order to meet emergency or unforeseen conditions, such classification and compensation to remain in effect until the next Town Meetintg, at which time the Board may recommend to such Town Meeting, the aforesaid classification and compensation be made permanent. If such recommendation is accepted by said Town Meeting, the aforesaid classification and compensation shall be permanent thenceforth until further altered by vote of the Town Meeting. If such classification and compensation are not made permanent by vote of such Town Meeting, the classification and its compensation shall terminate upon the adjournment sine die of such Town Meeting; provided, however, that the incumbent in any position covered by such classification shall revert to the classification and compensation of the position, if any, which he or she held immediately prior to creation of the temporary classification aforesaid, without loss of place in the step-rate schedule. In the event that the Town Meeting fails to make such temporary classification permanent, the employee incumbent in such position so classified shall not be required to return any compensation already paid to him or her by the Town.

14. Amend section 9.9.4 by adding at the end of the section the following: "Job vacancy notices shall not be required for emergency appointments or for the temporary replacement of incumbents on approved leave status."

At 11:40 P.M., Mr. Foster S. Crook moved that the Annual Town Meeting stand adjourned to Monday, May 9, 1994 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Monday, May 9, 1994

Pursuant to adjournment of the Annual Town Meeting held May 4, 1994, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 9, 1994, at 7:30 P.M.

Check lists were used and 251 voters were checked on the list as being present, including 232 Town Meeting Members.

At the designation of Rev. Richard A. Horner, President of the Needham Clergy Association, Rev. Paul C. Clayton, Pastor, Needham Congregational Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 15: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto:

MOVED: That the Town amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule as follows:

FISCAL YEAR 1995
SCHEDULE A
Effective July 1, 1994

Full-time, part-time (PT) and seasonal position classifications with corresponding compensation schedules:

CLASS TITLE	GRADE/SCHEDULE
Activity Instructor (PT)	Schedule C
Administrative Assessor	M-2
Administrative Assistant	T-9
Administrative Coordinator	T-10
Administrative Specialist	T-10
Animal Control Officer	PB-1
Animal Inspector	Schedule C
Assistant Administrative Assessor	T-14
Assistant Cataloger	S-9
Assistant Children's Librarian	S-9
Assistant, Council On Aging	Schedule C
Assistant Director, Park and Recreation	T-13
Assistant Director of Public Library	S-15
Assistant Program Coordinator (PT)	Schedule C
Assistant Program Coordinator	S-10
Assistant Superintendent	S-14
Assistant Superintendent, Fire Alarm	FA-2
Assistant Town Clerk	T-10
Associate Director, Council On Aging	T-13
Building Custodian	T-7
Building Inspector, Substitute	Schedule C
Building Monitor	Schedule C
Canvasser	Schedule C
Caseworker	T-13
Cataloger	S-13
Children's Librarian	S-13
Circulation Supervisor	S-10
Clerk	Schedule C
Code Enforcement Officer	Schedule C
Committee Secretary, Board of Appeals	Schedule C
Computer Operator	T-10
Computer Operator/Data Entry	T-9
Conservation Officer	Schedule C
Control Clerk	T-9
Council On Aging, Executive Director	M-1
Department Assistant 3	T-8
Department Assistant 2	T-7
Department Assistant 1	T-6
Department Specialist	T-9
Deputy Fire Chief	F-4
Deputy Fire Chief, Operations	F-4
Director, Management Information Services	M-3
Director of Civil Defense	Schedule C
Director of Finance	M-4
Director of Parks & Recreation	M-2
Director of Public Health	M-2
Director of Public Library	M-2
Director of Public Works	M-5
Director of Veteran's Services	Schedule C
Director of Youth Services	M-1
Division Superintendent, Highway	M-2
Division Superintendent, Parks	M-2
Division Superintendent, Sewer	M-2
Division Superintendent, Water	M-2
Draftsman	S-9
Election Clerk	Schedule C
Election Inspector	Schedule C
Election Warden	Schedule C
Equipment Mechanic	W-6

Equipment Welder	W-6
Finance Committee, Executive Secretary	Schedule C
Fire Captain	F-3
Fire Chief	M-5
Firefighter	F-1
Fire Lieutenant	F-2
Garage and Equipment Supervisor	M-1
Garage Mechanic	W-4
Heavy Motor Equipment Operator	W-4
Inspector of Buildings	M-2
Inspector of Plumbing & Gas	S-14
Inspector of Wires	S-14
Junior Building Custodian	T-5
Junior Building Custodian (PT)	Schedule C
Laborer	W-1
Library Assistant 1	S-6
Library Assistant 1 (PT)	Schedule C
Library Assistant 2	S-7
Library Assistant 2 (PT)	Schedule C
Library Page	Schedule C
Lineman	FA-1
Local Building Inspector	S-14
Maintenance Man	W-3
Maintenance Worker/Custodian	S-10
Management Analyst	T-15
Master Mechanic	W-8
Meter Repairman	W-4
Motor Equipment Operator	W-2
Nutritionist	T-14
Outreach Worker, Council on Aging	T-12
Parking Enforcement Attendant	S-6
Parking Enforcement Attendant (PT)	Schedule C
Personnel Director	M-2
Planning Director	M-2
Plumbing and Gas Inspector Substitute (PT)	Schedule C
Police Chief	M-5
Police Lieutenant	P-4
Police Matron (PT)	Schedule C
Police Officer	P-2
Police Sergeant	P-3
Program Coordinator (PT)	Schedule C
Program Coordinator	S-12
Programmer/Computer Operator	T-11
Public Health Nurse	T-15
Public Safety Dispatcher	S-10
Public Works Craftsman	W-4
Public Works Dispatcher	W-4
Public Works Inspector	S-13
Public Works Specialist	W-5
Pumping Station Operator	W-4
Recording Secretary	Schedule C
Recreation Specialist 1 - 5	Schedule C
Reference Librarian	S-12
Reference Librarian (PT)	Schedule C
Reference Supervisor	S-14
Registrar of Voters	Schedule C
Sanitarian	T-15
Sealer of Weights & Measurers	Schedule C
Seasonal Packer/Drivers	Schedule C
Senior Administrative Coordinator	T-11
Senior Building Custodian	T-10
Senior Draftsman	S-12
Senior Engineer	S-15
Senior Systems Analyst	T-16
Shovel Operator	W-6
Student Draftsman and Rodman	Schedule C
Student Intern 1 - 4	Schedule C
Survey Party Chief	S-13
Systems Analyst	T-13
Temporary Laborer	Schedule C
Temporary Janitor	Schedule C
Town Comptroller	M-2
Town Counsel	Schedule C
Town Engineer	M-3
Town Treasurer and Tax Collector	M-2
Traffic Supervisor	Schedule C
Tree Climber	W-4
Water Meter Reader	W-3
Wiring Inspector Substitute	Schedule C
Working Foreman	W-6
Young Adult Librarian	S-12
Youth Center Worker 1 - 5	Schedule C
Youth Services Counselor	T-12

SCHEDULE A STIPENDS

Additional Compensation for Specific Assignments

[1] Additional $100.00 per month when assigned to and performing the duties of Assistant Director of Public Works.

[2] Additional $100.00 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.

[3] Additional $1,200.00 per year when assigned to and performing the duties of Detective as designated by the Police Chief.

[4] Additional $40.00 per month when assigned to and performing the duties of Patrol Supervisor as designated by the Police Chief.

[5] Additional $50.00 per month when assigned to and performing the duties of D.A.R.E. Coordinator as designated by the Police Chief.

[6] Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive of the Needham Special Home Rule Charter Act (Acts of 1971, c. 403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.

[7] Additional $1,200.00 per year when assigned to and performing the duties of Principal Prosecuting Officer as designated by the Police Chief.

[8] Additional $100.00 per month when assigned to and performing the duties of Assistant Town Engineer as designated by Director of Public Works.

[9] Additional $100.00 per month when assigned to and performing the duties of Fire Inspector as designated by the Fire Chief.

[10] Additional $50.00 per month when assigned to and performing the duties of Community Service Officer as designated by the Police Chief.

[11] Additional $75.00 per month when assigned to and performing the duties of Deputy Tree Warden.

[12] Additional $600.00 per year when assigned to and performing the duties of Workman's Compensation Agent.

[13] Additional $1,500.00 per year when assigned to and performing the duties of Assistant Parking Clerk.

[14] May be designated confidential in accordance with M.G.L. Chapter 150E.

[15] Additional $1,200 when an employee other than the Finance Director is designated by the Board of Selectmen to be Chief Procurement Officer.

SCHEDULE B1
GENERAL SALARY SCHEDULE
Effective July 1, 1994

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
S-19	$43,928.	$45,510.	$47,149.	$48,844.	$50,602.	$52,424.	$54,312.	$56,267.	$58,294.
S-18	$39,611.	$41,037.	$42,514.	$44,045.	$45,630.	$47,274.	$48,974.	$50,737.	$52,565.
S-17	$36,996.	$38,330.	$39,710.	$41,139.	$42,621.	$44,153.	$45,743.	$47,390.	$49,096.
S-16	$34,563.	$35,805.	$37,096.	$38,431.	$39,814.	$41,249.	$42,733.	$44,272.	$45,864.
S-15	$32,010.	$33,162.	$34,356.	$35,591.	$36,872.	$38,201.	$39,574.	$40,999.	$42,476.
S-14	$29,633.	$30,700.	$31,806.	$32,951.	$34,136.	$35,364.	$36,639.	$37,958.	$39,325.
S-13	$27,437.	$28,424.	$29,447.	$30,505.	$31,605.	$32,744.	$33,922.	$35,144.	$36,410.
S-12	$25,417.	$26,332.	$27,280.	$28,262.	$29,279.	$30,334.	$31,424.	$32,556.	$33,728.
S-11	$24,033.	$24,878.	$25,756.	$26,664.	$27,605.	$28,580.	$29,589.	$30,638.	$31,722.
S-10	$22,872.	$23,673.	$24,509.	$25,373.	$26,268.	$27,195.	$28,155.	$29,150.	$30,180.
S-9	$21,260.	$22,009.	$22,781.	$23,583.	$24,413.	$25,273.	$26,166.	$27,087.	$28,045.
S-8	$19,652.	$20,340.	$21,055.	$21,794.	$22,560.	$23,352.	$24,173.	$25,027.	$25,908.
S-7	$18,280.	$18,920.	$19,582.	$20,268.	$20,982.	$21,717.	$22,480.	$23,271.	$24,089.
S-6	$17,268.	$17,871.	$18,494.	$19,141.	$19,812.	$20,507.	$21,227.	$21,972.	$22,744.
S-5	$16,312.	$16,880.	$17,470.	$18,081.	$18,715.	$19,369.	$20,131.	$20,751.	$21,480.
S-4	$14,902.	$15,441.	$15,995.	$16,571.	$17,169.	$17,787.	$18,426.	$19,092.	$19,778.
S-3	$14,070.	$14,576.	$15,100.	$15,643.	$16,208.	$16,791.	$17,395.	$18,021.	$18,669.
S-2	$13,115.	$13,586.	$14,077.	$14,582.	$15,108.	$15,653.	$16,215.	$16,797.	$17,403.
S-1	$12,520.	$12,969.	$13,436.	$13,920.	$14,422.	$14,941.	$15,478.	$16,035.	$16,613.

SCHEDULE M - MANAGEMENT SALARY SCHEDULE
Effective 7/1/94

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
M-5	$63,415.	$65,699.	$68,064.	$70,515.	$73,051.	$75,682.
M-4	$55,890.	$57,904.	$59,988.	$62,146.	$64,385.	$66,703.
M-3	$48,844.	$50,602.	$52,425.	$54,312.	$56,268.	$58,295.
M-2	$44,045.	$45,630.	$47,274.	$48,973.	$50,737.	$52,566.
M-1	$38,431.	$39,815.	$41,249.	$42,732.	$44,556.	$45,865.

Fiscal Year 1994
SCHEDULE C
Rates for Part-time and Seasonal Positions
(rates are hourly unless specifically noted)
Effective July 1, 1994

TITLE	RATE
#Activity Instructor (per session)	
Group A	$5.00
Group B	$7.00
Group C	$8.00
Group D	$10.00
Group E	$12.00
Group F	$15.00
Group G	$18.00
Group H	$21.00
Group I	$25.00
Group J	$28.00
Animal Inspector (per annum)	$3,322.61
Assistant, Council on Aging	$9.45
Building Inspector Substitute	$13.50
Building Monitor	$5.78
Canvasser	$5.79
Clerk (PT)	$9.45
Code Enforcement Officer	$13.50
Committee Secretary, Board of Appeals	$11.72
Conservation Officer	$13.50
#Director of Civil Defense	$3,000.00
Director of Emergency Management Services	$1,500.00
Election Clerk	*
Election Inspector	*
Election Warden	*
Finance Commitee Executive Secretary (per annum)	$12,517.71
Junior Building Custodian	$8.67
Library Assistant 1 (PT)	$7.12
Library Assistant 2 (PT)	$9.10
Library Page	
First Year	$5.11
Second Year	$5.42
#Parking Clerk	$4,000.00
Parking Enforcement Attendent (PT)	$7.88
#Plumbing & Gas Inspector Substitute	
(per diem)	$41.00
(per inspection)	$12.00
Police Matron	$12.49
Program Coordinator	$12.27
Recording Secretary	$11.72
Recreation Specialist 1	$5.78
Recreation Specialist 2	$6.57
Recreation Specialist 3	$7.10
Recreation Specialist 4	$7.88
Recreation Specialist 5	$9.74
Reference Librarian (PT)	$12.65
#Registrar of Voters (per annum)	$545.00
Sealer of Weights and Measures (per annum)	$7,657.77
Seasonal Packer/Driver	$8.28
Student Draftsman and Rodman	
First Year	$8.80
Second Year	$9.18
Third Year	$9.51
Fourth Year	$9.88
Fifth Year	$10.21
Student Intern 1	$6.12
Student Intern 2	8.16

Student Intern 3	$10.20
Student Intern 4	$12.24
Temporary Janitor	$5.52
Temporary Laborer	
First Year	$5.85
Second Year	$6.27
Third Year	$6.70
Fourth Year	$7.12
Fifth Year	7.62
Town Counsel (per annum)	$44,400.91
Traffic Supervisor	$12.49
#Wiring Inspector Substitute	
(per diem)	$41.00
(per inspection)	$12.00
#Youth Center Worker 1	$8.75
#Youth Center Worker 2	$9.38
#Youth Center Worker 3	10.00
#Youth Center Worker 4	$10.50
#Youth Center Worker 5	$11.00

Titles not included in general wage increases.
* Rates set by Board of Selectmen

A motion to amend was offered by Mr. Richard S. Creem that the Town vote to amend the Classification and Standard Rates of Compensation Schedule as presented under Article 15 by inserting the title "Program Manager M-1" after the title "Program Coordinator S-12" on Schedule A.

The following non-binding resolution was offered by Mr. Paul H. Attridge:

RESOLUTION

It is resolved that the Town Meeting believes that the salary of Needham Police Officers should be on a par with the average salary paid to police officers in surrounding communities; that the Town Meeting recognizes that current salaries are substantially below that average; and that the Town Meeting would be willing to vote additional salary appropriations of approximately $200,000.00 if necessary to achieve that parity.

Mr. Gordon D. Riedell, member, addressed this proposal on behalf of the Personnel Board. He noted that a significant factor used in formulating wage increases is the Consumer Price Index. The latest percentage was 2.9% which the town compares on an annual basis. Mr. Riedell advised that a previous speaker indicated that the Consumer Price Index rose 6/10th of 1% from March, 1993 to March, 1994. The variation is due to comparing the percentage on an annual basis versus a monthly basis.

Sergeant Thomas Lambert, Needham Police Department, addressed the resolution on behalf of the Needham Police Officers and Sergeants. He stated that the Officers are not trying to circumvent the bargaining process, but in comparing the salaries of Needham Police Officers with other town employees and with Police officers in surrounding towns, Needham falls far below the average. Mr. Lambert suggested that a fair and equitable solution is to bring those salaries up to the average of other police departments.

Police Chief William G. Slowe thanked the Police Union for addressing Town Meeting in a professional manner. He urged support for this resolution.

Mr. H. Phillip Garrity, Jr., Chairman, addressed this resolution on behalf of the Board of Selectmen. He explained that 98% of this speech has been censored due to the illegality of disclosing bargaining discussion, including the last best offer. He reiterated that the Needham Police Department has one of the best reputations around and that the Board of Selectmen are aware of the pay scales. Mr. Garrity indicated that he can only say legally that the Board of Selectmen shares a concern of fairness to employees. He pledged to go forth and bargain in good faith and, upon settlement, to bring the settlement to Town Meeting.

Mr Robert Y. Larsen stated that he has no quarrel with the salary inequity. but feels it is reprehensible to involve Town Meeting when Town Meeting cannot bargain.

Mr. Michael Fee, Chairman, advised that the Finance Committee has not seen the resolution, has not voted on the resolution, and thus cannot insert an official opinion.

A motion to move the previous question was offered by Mr. John F. Connell. The motion was presented, but it failed to pass by voice vote.

Mr. David L. Gillmeister noted that this resolution is inappropriate while bargaining is still going on. A motion to refer the subject matter of this resolution to the Board of Selectmen was offered by Mr. David L. Gillmeister.

Speaking in favor of the resolution were Town Meeting Members Meg Hale and Lois Sockol.

Town Meeting Members David W. Kunhardt and Jane A. Howard expressed concern with the money amount in the resolution.

A motion to amend the resolution was offered by Paul H. Attridge to strike "of approximately $200,000.00 if necessary".

A motion to amend the resolution was offered by Mr. James Hugh Powers by striking the last clause as follows: "and that the Town Meeting would be willing to vote additional salary appropriations of approximately $200,000..00 if necessary to achieve that parity."

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mr. Gillmeister's motion to refer the Resolution for study to the Board of Selectmen was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 117 - No 104.

Mr. Creem's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule as follows:

FISCAL YEAR 1995
SCHEDULE A
Effective July 1, 1994

Full-time, part-time (PT) and seasonal position classifications with corresponding compensation schedules:

CLASS TITLE	GRADE/SCHEDULE
Activity Instructor (PT)	Schedule C
Administrative Assessor	M-2
Administrative Assistant	T-9
Administrative Coordinator	T-10
Administrative Specialist	T-10
Animal Control Officer	PB-1
Animal Inspector	Schedule C

Assistant Administrative Assessor	T-14
Assistant Cataloger	S-9
Assistant Children's Librarian	S-9
Assistant, Council On Aging	Schedule C
Assistant Director, Park and Recreation	T-13
Assistant Director of Public Library	S-15
Assistant Program Coordinator (PT)	Schedule C
Assistant Program Coordinator	S-10
Assistant Superintendent	S-14
Assistant Superintendent, Fire Alarm	FA-2
Assistant Town Clerk	T-10
Associate Director, Council On Aging	T-13
Building Custodian	T-7
Building Inspector, Substitute	Schedule C
Building Monitor	Schedule C
Canvasser	Schedule C
Caseworker	T-13
Cataloger	S-13
Children's Librarian	S-13
Circulation Supervisor	S-10
Clerk	Schedule C
Code Enforcement Officer	Schedule C
Committee Secretary, Board of Appeals	Schedule C
Computer Operator	T-10
Computer Operator/Data Entry	T-9
Conservation Officer	Schedule C
Control Clerk	T-9
Council On Aging, Executive Director	M-1
Department Assistant 3	T-8
Department Assistant 2	T-7
Department Assistant 1	T-6
Department Specialist	T-9
Deputy Fire Chief	F-4
Deputy Fire Chief, Operations	F-4
Director, Management Information Services	M-3
Director of Civil Defense	Schedule C
Director of Emergency Management Services	Schedule C
Director of Finance	M-4
Director of Parks & Recreation	M-2
Director of Public Health	M-2
Director of Public Library	M-2
Director of Public Works	M-5
Director of Veteran's Services	M-1
Director of Youth Services	M-1
Division Superintendent, Highway	M-2
Division Superintendent, Parks	M-2
Division Superintendent, Sewer	M-2
Division Superintendent, Water	M-2
Draftsman	S-9
Election Clerk	Schedule C
Election Inspector	Schedule C
Election Warden	Schedule C
Equipment Mechanic	W-6
Equipment Welder	W-6
Finance Committee, Executive Secretary	Schedule C
Fire Captain	F-3
Fire Chief	M-5
Firefighter	F-1
Fire Lieutenant	F-2
Garage and Equipment Supervisor	M-1
Garage Mechanic	W-4
Heavy Motor Equipment Operator	W-4
Inspector of Buildings	M-2
Inspector of Plumbing & Gas	S-14
Inspector of Wires	S-14
Junior Building Custodian	T-5
Junior Building Custodian (PT)	Schedule C
Laborer	W-1
Library Assistant 1	S-6
Library Assistant 1 (PT)	Schedule C
Library Assistant 2	S-7
Library Assistant 2 (PT)	Schedule C
Library Page	Schedule C
Lineman	FA-1
Local Building Inspector	S-14
Maintenance Man	W-3
Maintenance Worker/Custodian	S-10
Management Analyst	T-15
Master Mechanic	W-8
Meter Repairman	W-4
Motor Equipment Operator	W-2
Nutritionist	T-14
Outreach Worker, Council on Aging	T-12
Parking Enforcement Attendant	S-6
Parking Enforcement Attendant (PT)	Schedule C
Personnel Director	M-2
Planning Director	M-2
Plumbing and Gas Inspector Substitute	Schedule C
Police Chief	M-5
Police Lieutenant	P-4
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Program Coordinator (PT)	Schedule C
Program Coordinator	S-12
Program Manager	M-1
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Effective July 1, 1994

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S-16	$34,563.	$35,805.	$37,096.	$38,431.	$39,814.	$41,249.	$42,733.	$44,272.	$45,864.
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S-14	$29,633.	$30,700.	$31,806.	$32,951.	$34,136.	$35,364.	$36,639.	$37,958.	$39,325.
S-13	$27,437.	$28,424.	$29,447.	$30,505.	$31,605.	$32,744.	$33,922.	$35,144.	$36,410.
S-12	$25,417.	$26,332.	$27,280.	$28,262.	$29,279.	$30,334.	$31,424.	$32,556.	$33,728.
S-11	$24,033.	$24,878.	$25,756.	$26,664.	$27,605.	$28,580.	$29,589.	$30,638.	$31,722.
S-10	$22,872.	$23,673.	$24,509.	$25,373.	$26,268.	$27,195.	$28,155.	$29,150.	$30,180.
S-9	$21,260.	$22,009.	$22,781.	$23,583.	$24,413.	$25,273.	$26,166.	$27,087.	$28,045.
S-8	$19,652.	$20,340.	$21,055.	$21,794.	$22,560.	$23,352.	$24,173.	$25,027.	$25,908.
S-7	$18,280.	$18,920.	$19,582.	$20,268.	$20,982.	$21,717.	$22,480.	$23,271.	$24,089.
S-6	$17,268.	$17,871.	$18,494.	$19,141.	$19,812.	$20,507.	$21,227.	$21,972.	$22,744.
S-5	$16,312.	$16,880.	$17,470.	$18,081.	$18,715.	$19,369.	$20,131.	$20,751.	$21,480.
S-4	$14,902.	$15,441.	$15,995.	$16,571.	$17,169.	$17,787.	$18,426.	$19,092.	$19,778.
S-3	$14,070.	$14,576.	$15,100.	$15,643.	$16,208.	$16,791.	$17,395.	$18,021.	$18,669.
S-2	$13,115.	$13,586.	$14,077.	$14,582.	$15,108.	$15,653.	$16,215.	$16,797.	$17,403.
S-1	$12,520.	$12,969.	$13,436.	$13,920.	$14,422.	$14,941.	$15,478.	$16,035.	$16,613.

SCHEDULE M - MANAGEMENT SALARY SCHEDULE
Effective 7/1/94

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
M-5	$63,415.	$65,699.	$68,064.	$70,515.	$73,051.	$75,682.
M-4	$55,890.	$57,904.	$59,988.	$62,146.	$64,385.	$66,703.
M-3	$48,844.	$50,602.	$52,425.	$54,312.	$56,268.	$58,295.
M-2	$44,045.	$45,630.	$47,274.	$48,973.	$50,737.	$52,566.
M-1	$38,431.	$39,815.	$41,249.	$42,732.	$44,556.	$45,865.

Fiscal Year 1994
SCHEDULE C
Rates for Part-time and Seasonal Positions
(rates are hourly unless specifically noted)
Effective July 1, 1994

TITLE	RATE
#Activity Instructor (per session)	
Group A	$5.00
Group B	$7.00
Group C	$8.00
Group D	$10.00
Group E	$12.00
Group F	$15.00
Group G	$18.00
Group H	$21.00
Group I	$25.00
Group J	$28.00
Animal Inspector (per annum)	$3,422.29
Assistant, Council on Aging	$9.73
Building Inspector Substitute	$13.91
Building Monitor	$5.95
Canvasser	$5.96
Clerk (PT)	$9.73
Code Enforcement Officer	$13.91
Committee Secretary, Board of Appeals	$12.07
Conservation Officer	$13.91
#Director of Civil Defense	$3,000.00
Director of Emergency Management Services	$1,545.00
Election Clerk	*
Election Inspector	*
Election Warden	*
Finance Commitee Executive Secretary (per annum)	$12,893.24
Junior Building Custodian	$8.93
Library Assistant 1 (PT)	$7.33
Library Assistant 2 (PT)	$9.10
Library Page	
First Year	$5.26
Second Year	$5.58
#Parking Clerk	$4,000.00
Parking Enforcement Attendent (PT)	$8.12
#Plumbing & Gas Inspector Substitute	
(per diem)	$41.00
(per inspection)	$12.00
Police Matron	$12.86
Program Coordinator (PT)	$12.54
Assistant Progra, Coordinator (PT)	$11.00
Recording Secretary	$12.07
Recreation Specialist 1	$5.95
Recreation Specialist 2	$6.77
Recreation Specialist 3	$7.31
Recreation Specialist 4	$8.12
Recreation Specialist 5	$10.03
Reference Librarian (PT)	$12.65
#Registrar of Voters (per annum)	$545.00
Sealer of Weights and Measures (per annum)	$7,887.50
Seasonal Packer/Driver	$8.53
Student Draftsman and Rodman	
First Year	$9.06
Second Year	$9.46
Third Year	$9.80
Fourth Year	$10.18
Fifth Year	$10.52
Student Intern 1	$6.30
Student Intern 2	8.40
Student Intern 3	$10.51
Student Intern 4	$12.61
Temporary Janitor	$5.69
Temporary Laborer	
First Year	$6.03
Second Year	$6.46
Third Year	$6.90
Fourth Year	$7.33
Fifth Year	7.85
Town Counsel (per annum)	$46,762.94
Traffic Supervisor	$12.86
#Wiring Inspector Substitute	
(per diem)	$41.00
(per inspection)	$12.00
#Youth Center Worker 1	$8.75
#Youth Center Worker 2	$9.38
#Youth Center Worker 3	10.00
#Youth Center Worker 4	$10.50
#Youth Center Worker 5	$11.00

Titles not included in general wage increases.
* Rates set by Board of Selectmen

ARTICLE: 16 FUND COLLECTIVE BARGAINING AGREEMENT POLICE - UNITS A & B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town of Needham and the Needham Police Union Units - A & B; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding of a collective bargaining agreement the Toan of Needham and the Needham Police Union Units - A & B; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same.

A motion to postpone indefinitely was offered by Mr. H. Phillip Garrity, Jr. The motion was presented and carried unanimously by voice vote.

ARTICLE: 17 FUND COLLECTIVE BARGAINING AGREEMENT POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town of Needham and the Police Superior Officers Association; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding of a collective bargaining agreement between the Town of Needham and the Police Superior Officers Association; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same.

A motion to postpone indefinitely was offered by Mr. H. Phillip Garrity, Jr. The motion was presented and carried unanimously by voice vote.

ARTICLE: 18 FUND COLLECTIVE BARGAINING AGREEMENT DPW - NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the DPW NAGE; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding of a collective bargaining agreement between the Town and the DPW NAGE; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same.

A motion to postpone indefinitely was offered by Mr. H. Phillip Garrity, Jr. The motion was presented and carried unanimously by voice vote.

ARTICLE 19 : FUND COLLECTIVE BARGAINING AGREEMENT - INDEPENDENT TOWN WORKERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association; and to recommend to amend the necessary line items in the 1995 Operating Budget under Article 21 to fund same.

Mr. H. Phillip Garrity, Jr., Chairman, addressed this proposal on behalf of the Board of Selectmen. He advised that the town settled this contract last Monday and that the agreement is the same as the non-represented employees.

Mr. Richard S. Creem, member, advised that the Personnel Board voted unanimously to recommend funding of this contract.

Mr. Michael Fee, Chairman, stated that the Finance Committee voted unanimously to recommend adoption of this article.

Mr. William M. Powers asked that the negotiating team report back to Town Meeting with some guidelines.

ACTION: The main motion was presented and carried by voice vote.

Article 20 was previously withdrawn on May 2, 1994.

ARTICLE 21: APPROPRIATE THE FY95 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses; or take any other action relative thereto.

Mr. Michael Fee, Chairman, presented the Finance Committee's recommended Fiscal Year 1995 budget. He explained that the role of the Finance Committee is to work with the various town departments and present to Town Meeting a balanced budget. He noted that the Finance Committee requested departments to prepare budgets that were not completely level funded, but that took into account the mandatory step and longevity increases. Departments were also asked to identify areas where cuts could be made if necessary and to identify any "extras" that would be desirable. He noted that this budget continues and in some areas enhances the level of services in the town. Mr. Fee then presented the budget highlights for Fiscal Year 1995. He stated that the finance Committee's objective is to be fair and manage the Town's money in the best possible way. This budget is fair, balanced, and the Finance Committee recommends adoption.

The following amendments to the Operating Budget were offered by Mr. Matthew J. Applestein:

Under Line Item 012, Mr. Eugene S. McMorrow questioned what effect the sale of the hospital would have on the town's insurance costs. Mr. Garrity advised that those costs won't be eliminated until after the sale.

Under Line Item 013, Mr. Richard S. Luskin cited a 20% increase in health care costs. This was attributed to increased Blue Cross costs, while most HMO's costs were reduced. According to Mr. H. Phillip Garrity, Jr., Chairman, Board of Selectmen, Blue Cross is up 41% and is attributed to the group in Blue Cross which is primarily older employees and retirees.

Line Item	Appropriation	Changing From	Changing To
019	Bond Interest	$418,092	460,942 *
022	MWRA Sewer Assess.	3,465,250	3,168,885 *
023	MWRA Water Assess.	120,000	137,835 *

Under Line Item 101, Selectmen, Salaries, a motion to amend was offered by Mr. Matthew J. Applestein to increase the amount of $329,902 to $339,655,; and that the sum of $5,500 be raised by transfer from the Parking Meter Fund. The motion was presented and carried by voice vote.

Under Line Item 102, Selectmen, Expenses, a motion to amend was offered by Mr. Matthew J. Applestein that the amount of $3,000 be raised by transfer from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

105	Town Clerk, Salaries	124,128	127,852
109	Tn. Clerk, Tellers/Canvas.	20,925	20,955 *
110	Legal, Salaries	45,401	46,763 *
113	Pers. Board, Salaries	1,067	1,099 *
201	Assessors, Salaries	185,444	191,007
205	Finance Dept., Salaries	546,043	562,424 *
209	Finance Comm., Salaries	12,518	12,894 *
211	Reserve Fund	560,000	393,566 *
212	Retirement, Salaries	44,511	45,846 *

Under Line Item 301, in response to an inquiry from Mr. Russell S. Broad, Jr., Mrs. Jennifer Peck Fainberg, Chairman, advised that the School Committee is currently in labor negoatiations, however, the overall increase in the school budget is 6.1%.

Under Line Item 301, Education, Salaries, a motion to amend the blank printed warrant to $18,028,475 was offered by Mrs. Jennifer Peck Fainberg. The motion to amend was presented and carried by voice vote.

Under Line Item 302, Education, Purchase of Service, a motion to amend the blank printed warrant to $2,980,646 was offered by Mrs. Jennifer Peck Fainberg. The motion to amend was presented and carried unanimously by voice vote.

Under Line Item 303, Education, Expenses, a motion to amend the blank printed warrant to $830,467 was offered by Mrs. Jennifer Peck Fainberg. The motion to amend was presented and carried unanimously by voice vote.

Under Line Item 304, Education, Capital Outlay, a motion to amend the blank printed warrant to $261,773 was offered by Mrs. Jennifer Peck Fainberg. The motion to amend was presented and carried unanimously by voice vote.

Under Line Item 401, Police Dept., Salaries, a motion to amend was offered by Mr. Matthew J. Applestein to increase the amount of $2,513,896 to 2,523,074, and that the sum of $20,000 be raised from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

405	Fire Dept., Salaries	3,097,671	3,101,885 *
406	Fire Dept., Pur. of Serv.	101,515	109,515 *
408	Fire, Capital Outlay	46,700	38,700 *
412	Building, Salaries	158,957	163,726 *
416	Wts. & Meas. Salaries	7,658	7,888 *

Under Line Item 501, DPW, Salaries, a motion to amend was offered by Mr. Matthew J. Applestein to increase the amount of $2,707,075 to 2,732,951, and that the sum of $27,000 be raised from the Parking Meter Fund. The motion was presented and carried by voice vote.

Under Line Item 502, DPW, Purchase of Services, a motion to amend was offered by Mr. Matthew J. Applestein to increase the amount of $1,513,395 to $1,498,395, and that the sum of $15,000 be raised from the Parking Meter Fund. The motion was presented and carried by voice vote.

Line Item	Appropriation	Changing From	Changing To
601	Bd. of Health, Salaries	$206,342	$212,533 *
605	Veterans, Salaries	33,886	34,903 *
609	Youth Comm., Salaries	108,868	112,134 *
612	Council on Aging, Salaries	145,825	152,300
701	Planning Board, Salaries	82,938	85,426 *
705	Conserv. Comm., Salaries	13,338	13,738 *
709	Bd. of Appeals, Salaries	5,100	5,253 *
801	Library, Salaries	556,257	584,341 *
806	Park & Rec., Salaries	256,246	263,933 *

(* Unanimous)

Mr. Michael Fee, Chairman, Finance Committee, announced that the grand total incorporating the above amendments is $52,399,380.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town raise and appropriate for the necessary Town charges and expenses as follows:

TOWNWIDE EXPENSES:

010. Street lighting	$380,000.
011. Garbage collection	98,000.
012. Insurance, general	565,000.
013. Health insurance	4,185,000.
014. Worker's compensation	450,000.
015. Prop. self insurance	15,000.
016. Unif. serv. self insurance	90,000.
017. Unemployment compensation	30,000.
018. Maturing bonds	1,150,160.
019. Bond interest	460,942.
020. Contributory retirement	2,900,388.
021. Chapter 32 retirement	200,000.
022. MWRA sewer assessment	3,168,885.
023. MWRA water assessment	137,835.
024. Minuteman Voc. assessment	522,929.
025. Commuter Parking	85,000.

GENERAL GOVERNMENT

BOARD OF SELECTMEN:

101. Salaries (Raised by transfer of $5,500 from the Parking Meter Fund)	$339,655.
102. Purchase of Service (Raised by transfer of $3,000. from the Parking Meter Fund)	149,908.
103. Expenses	24,350.
104. Capital Outlay	10,000.

TOWN CLERK/BOARD OF REGISTRARS

105. Salaries	127,852.
106. Purchase of service	22,870.
107. Expenses	3,475.
108. Capital Outlay	0.
109. Tellers/Canvassers/Details	20,955.

LEGAL:

110. Salaries	46,763.
111. Special Fees	120,000.
112. Expenses	5,000.

PERSONNEL BOARD:

113. Salaries	1,099.

FINANCE

ASSESSORS:

201. Salaries	191,007.
202. Purchase of service	25,000.
203. Expenses	15,000.
204. Capital Outlay	1,000.

FINANCE DEPARTMENT:

205. Salaries	562,424.
206. Purchase of Service	348,780.
207. Expenses	82,460.
208. Capital Outlay	21,350.

FINANCE COMMITTEE:

209. Salaries	12,894.
210. Expenses	350.
211. Reserve Fund	393,566.

CONTRIBUTORY RETIREMENT:

212. Salaries	45,846.
213. Purchase of service	1,200.
214. Expenses	3,400.

EDUCATION:

301. Salaries	18,028,475.
302. Purchas of Service	2,980,646.
303. Expenses	830,467.
304. Capital Outlay	261,773.

PUBLIC SAFETY

POLICE:

401. Total Salaries (raised by transfer of $20,000. from the Parking Meter Fund)	2,523,074.
402. Purchase of Service	80,783.
403. Expenses	141,642.
404. Capital Outlay	69,800.

FIRE:

405. Total Salaries	3,101,885.
406. Purchase of service	109,515.
407. Expenses	162,265.
408. Capital Outlay	38,700.

CIVIL DEFENSE:

409. Salaries	3,000.
415. Purchase of Service	11,925.
416. Expenses	3,075.

BUILDING:

412. Salaries	163,726.
413. Purchase of service	880.
414. Expenses	4,325.
415. Capital Outlay	0.

SEALER OF WEIGHTS & MEASURES:

416. Salaries	7,888.
417. Purchase of Service	380.
418. Expenses	1,522.

PUBLIC FACILITIES

PUBLIC WORKS:

501. Salaries (Raised by transfer of $27,000. from the Parking Meter Fund)	2,732,951.
502. Purchase of Service (Raised by transfer of $15,000. from the Parking Meter Fund)	1,498,395.
503. Expenses	481,990.
504. Capital Outlay	59,766.
505. Snow & Emergency Salary	60,000.
506. Snow & Emergency Expenses	90,000.

HUMAN SERVICES

BOARD OF HEALTH:

601. Salaries	212,533.
602 Purchase of service	91,441.
603. Expenses	10,550.
604. Capital Outlay	0.

VETERANS' SERVICES:

605. Salaries	34,903.
606. Expenses	3,200.
607. Benefits	41,000.
608. Expenses - Parking Clerk	0.

YOUTH COMMISSION:

609. Salaries	112,134.
610. Expenses	4,790.
611. Capital Outlay	0.

COUNCIL ON AGING:

612. Salaries	152,300.
613. Purchase of Service	11,400.
614. Expenses	3,570.
615. Capital Outlay	1,850.

COMMISSION ON DISABILITIES:

616. Expenses	513.

DEVELOPMENT

PLANNING BOARD:

701. Salaries	85,426.
702. Purchase of Service	2,960.
703. Expenses	1,947.
704. Capital Outlay	0.

CONSERVATION COMMISSION:

705. Salaries	13,738.
706. Purchase of Service	3,429.
707. Expenses	1,150.
708. Capital Outlay	0.

BOARD OF APPEALS:

709. Salaries	5,253.
710. Expenses	3,550.
711. Capital Outlay	0.

HISTORICAL COMMISSION:

712. Expenses	513.

CULTURAL AND LEISURE SERVICES

LIBRARY:

801. Salaries	584,341.
802. Purchase of Service	70,500.
803. Books & Periodicals	100,000.
804. Expenses	17.650.
805. Capital Outlay	29,900.

PARK & RECREATION:

807. Salaries	263,933.
808. Purchase of Service	21,347.
809. Expenses	26,778.
810. Capital Outlay	37,000.

MEMORIAL PARK:

811. Expenses	600.
812. Capital Outlay	0.

At 11:04 P.M., Mr. Gilbert W. Cox, Jr., moved that the Annual Town Meeting stand adjourned to Wednesday, May 11, 1994 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 11, 1994

Pursuant to adjournment of the Annual Town Meeting held May 9, 1994, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 11, 1994, at 7:30 P.M.

Check lists were used and 242 voters were checked on the list as being present, including 222 Town Meeting Members.

At the designation of Rev. Richard A. Horner, President of the Needham Clergy Association, Rev. Gordon C. Swan, Pastor, First Baptist Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 22: ESTABLISH REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from the School Department Fee-Based Busing Program; authorize the School Committee through the Superintendent to expend money from such fund in the amount of $45,000 in fiscal year 1995; or take any other action relative thereto.

Summary: A revolving fund established under the provisions of MGL Chapter 44, Section 53E 1/2 must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section

53E 1/2. No revolving fund expenditures may be made for the purpose of paying wages or salaries for full time employees.

The annual Town Meeting authorization for each revolving fund shall specify:

(1) the programs and purposes for which the revolving fund may be expended;
(2) the departmental receipts which shall be credited to the revolving fund;
(3) the board, department or officer authorized to expend from such fund; and
(4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E 1/2.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

MOVED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from the School Department Fee-Based Busing Program; authorize the School Committee through the Superintendent to expend money from such fund in the amount of $45,000 in fiscal year 1995.

A motion to discuss Articles 22 and 23 together but vote on separately was offered by Mrs. Jennifer Peck Fainberg. The motion was presented and carried unanimously by voice vote.

Mrs. Jennifer Peck Fainberg, Chairman, addressed Articles 22 and 23 on behalf of the School Committee. She advised that the School Committee wishes to continue the pilot program for busing and that the revolving fund will only be used for busing. The School Committee will put $50,000. in this revolving fund. The second revolving fund, School Building User Fees, is basically to continue a revolving fund that has been used for 20 years for Adult Education. Tonight the School Committee seeks authorization for this fund which will include Adult Education, Summer School, Community Education, and Foreign Language Education. The School Committee voted to adopt a resolution that the fund will not be used for building user fees. However, the provisions of the statute must be accepted in its entirety.

Mr. Michael Fee, Chairman, advised that the Finance Committee voted to recommend adoption of Articles 22 and 23 as modified by the School Committee's resolution.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 23: ESTABLISH REVOLVING FUND - SCHOOL BUILDING USER FEES

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 71, Section 71E of the General Laws for the revenues from the School Department School Building User Fees; to authorize the School Committee through the Superintendent to expend money from such fund in fiscal year 1995 in an amount to be determined; or take any other action relative thereto:

Summary: In any city or town which accepts this section, all moneys received by the school committee in connection with the conduct of adult education and continuing education programs, including, but not limited to adult physical fitness programs, summer school programs, and programs designated by prior vote of said committee as community school programs, an in connection with the use of school property, shall be deposited with the treasurer of the town or city and held as separate accounts. The receipts held in such a separate account may be expended by said school committee without further appropriation for the purposes of the program or programs from which the receipts held in such account were derived or, in the case of the use of school property account, for expenses incurred in making school property available for such use. A city or town may appropriate funds for the conduct of any such program or for expenses incurred in making school property available for such use, which funds shall be expended by the school committee in addition to funds provided from other sources. Three years from the date a city or town accepts the provisions of this paragraph, and every third year thereafter, said city or town may act to rescind its original acceptance.

MOVED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 71, Section 71E of the General Laws for the revenues from the School Department School Building User Fees; to authorize the School Committee through the Superintendent to expend money from such fund in fiscal year 1995.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 24 was previously withdrawn on May 2, 1994

ARTICLE 25 was previously withdrawn on May 2, 1994

ARTICLE 26: ESTABLISH REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from Memorial Park user fees; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1995 in the amount of $1,100; or take any other action relative thereto.

Summary: See summary for Article 22.

MOVED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from Memorial Park user fees; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1995 in the amount of $1,100.

A motion to amend was offered by Mr. Ron Sockol by changing the amount from $1,100.00 to $4,100.00.

Mr. Ron Sockol, Chairman, addressed this proposal on behalf of the Memorial Park Trustees. He explained that the Trustees are in a position to add funds for the first time. A kitchen area is being donated so that food can be served at Memorial Park during park events. This will enable the Trustees to become more self-sufficient.

Mr. Matthew J. Applestein, member, advised that the Finance Committee does not support this article.

Mrs. Jane A. Howard suggested having "Friends of Memorial

Park" similar to "Friends of the Library".

A motion to amend was offered by Mr. Ethan F. Fener by striking the words "user fees" and place in their stead the words "from food concessions".

After a lengthy discussion, a motion to move the previous question on the main motion and the motions to amend was offered by Mr. Richard A. Gatto. The motion was presented and carried unanimously by voice vote.

Mr. Fener's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt. The motion was presented for the third time and it carried by a count of hands. The hand count was Yes 136 - No 66.

Mr. Sockol's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues from Memorial Park from food concessions; such funds to be used for improvements to the Memorial Park; to authorize the Memorial Park Trustees to expend money from such fund in fiscal year 1995 in the amount of $4,100.

ARTICLE 27 was adopted unanimously on May 2, 1994

ARTICLE: 28 CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of Chapter 179 of the Acts of 1993 for the revenues from the Yard Waste Processing Program; to authorize the Board of Selectmen through the Director of Public Works to expend money from such fund in fiscal year 1995 in an amount to be determined; or take any action relative thereto.

Summary: This law authorizes the creation of an intergovernmental revolving fund by a community that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen if a town, or mayor and city council if a city, must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years the local appropriating body will set the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen or mayor and city council.

Participating communities will appropriate funds for the purposes of the yard waste processing or recycling program and will pay them over to the treasurer of the lead community. Any other receipts generated in connection with the program will also be credited to the fund. Monies in the fund may be spent without appropriation for the operation of the program, but no expenditures may be made or obligations incurred in excess of the actual monies received and credited to the fund, nor of the approved spending limit for the year. The balance in the fund at the end of the fiscal year will carry forward into the next year. An annual report on the operation of the fund is to be prepared by the accounting officer, reviewed by the mayor and city council or town manager and board of selectmen, and forwarded to the Bureau of Accounts.

MOVED: That the Town continue a revolving fund account pursuant to the provisions of Chapter 179 of the Acts of 1993 for the revenues from the Yard Waste Processing Program; and authorize the Board of Selectmen through the Director of Public Works to expend up to $75,000. from such fund in fiscal year 1995.

Mrs. Sally B. Davis, member, addressed this proposal on behalf of the Board of Selectmen. She explained that the Town recognizes a savings of about $40,000. annually and it would be prudent to continue this process.

Mr. Matthew J. Applestein, member, advised that the Finance Committee supports this article.

ACTION: The main motion was presented and unanimously by voice vote.

ARTICLE 29 was adopted unanimously on May 2, 1994.

ARTICLE 30 was adopted unanimously on May 2, 1994.

ARTICLE 31 was adopted unanimously on May 2, 1994.

ARTICLE: 32 ENTER INTO RECYCLING CONTRACT

To see whether the Town, pursuant to authority granted under Massachusetts General Laws, Chapter 40, Section 8H, as amended, will authorize the Board of Selectmen to enter into a contract with the owner or operator of a material recovery facility, for the purpose of sorting and processing recyclable materials for delivery to end markets and subsequent reuse; or take any other action relative thereto.

MOVED: That the Board of Selectmen be authorized to enter into a contract with the owner or operator of a material recovery facility for the purpose of sorting and processing recyclable materials for delivery to end markets and subsequent reuse.

Mrs. Sally B. Davis, member, addressed this proposal on behalf of the Board of Selectmen. She explained that this recycling contract is for five years with a five-year extension with guaranteed tipping fees.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE: 33 APPROPRIATE FOR HAZARDOUS WASTE COLLECTION DAY

To see if the Town will vote to appropriate a sum of money for the collection and disposal of household hazardous wastes; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of $30,000 for the collection and disposal of household hazardous wastes; to be raised from the current tax levy and spent under the direction of the Board of Selectmen.

Mrs. Sally B. Davis addressed this proposal on behalf of the Board of Selectmen.

Mr. Michael Fee, Chairman, noted that the Finance Committee supports this worthwhile project.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 34: TRANSFER OF UNDESIGNATED FUND BALANCE (FREE CASH)

To see if the Town will vote to transfer $1,561,378 from the Undesignated Fund Balance account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1995; or take any other action relative thereto.

MOVED: That the Town transfer $1,561,378 from the Undesignated Fund Balance account to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1995.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 35: APPROPRIATE FOR AN OPTICAL SCAN VOTING SYSTEM

To see if the Town will vote to raise and appropriate $80,000 for the purchase of an optical scan voting system; said sum to be raised by borrowing; to be spent under the direction of the Town Clerk; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $80,000 for the purchase of an optical scan voting system to be spent under the direction of the Town Clerk, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $80,000 for a period up to 10 years under G.L. c.44, s. 7(28).

Mrs. Sally B. Davis, member, addressed this proposal on behalf of the Board of Selectmen.

Mrs. Theodora K. Eaton, Town Clerk, explained that the card reader for the present punchcard voting system is no longer being manufactured and that the supplier for the new data processing equipment will not provide a card reader. The current data processing system will no longer be in use after July 1, 1994. This new optical scan voting system is the latest state-of-the-art equipment and is approved by the Secretary of State's Elections Division.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 36: APPROPRIATE FOR ADA REQUIRED BUILDING ALTERATIONS AT DPW BUILDING

To see if the Town will vote to raise and appropriate $350,000 for alterations to the Public Works building; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate $350,000 for alterations to the Public Works building to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $350,000 for a period up to 20 years under G.L. c. 44, s. 7(3A).

A motion to amend was offered by Mr. H. Phillip Garrity, Jr. to strike the sum "$350,000" and insert in its stead "$30,000 for working plans, drawings and specifications". On advice of Town Counsel, the Moderator changed the number of years from "20" to "5" and the subsection of the law from "s. 7(3A)" to "s. 7(22)" on the motion under Mr. Garrity's amendment.

Mr. H. Phillip Garrity, Jr., Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that the money requested is to make the DPW building handicapped accessible.

Mr. Michael Fee, Chairman, advised that the Finance Committee voted to support the amended article.

After a brief discussion, a motion to move the previous questions on the motion and the motion to amend was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

Mr. Garrity's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town appropriate $30,000 for working plans, drawings and specifications for alterations to the Public Works building to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $30,000 for a period up to 5 years under G.L. c. 44, s. 7(22).

ARTICLE 37: APPROPRIATE FOR ADA REQUIRED SIDEWALK RAMPS

To see if the Town will vote to raise and appropriate $35,000 for the construction of handicapped accessible sidewalk ramps; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $35,000 for the construction of handicapped accessible sidewalk ramps to be spent under the direction of the Board of Selectmen, that to meet this authorization the Treasurer with the approval of the Selectmen is authorized to borrow $35,000 for a period up to 5 years under G.L. c.44 s. 7(6).

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 38 was adopted unanimously on May 2, 1994.

ARTICLE 39 was adopted unanimously on May 2, 1994.

ARTICLE 40: APPROPRIATE FOR SEWER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate $600,000 to rehabilitate certain portions of the sanitary sewer system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $600,000 to rehabilitate certain portions of the sanitary sewer system to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $600,000 for a period up to 30 years under G.L. c. 44, s. 7(1).

Mr. H. Phillip Garrity, Jr., Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that there is an

emerging problem with regard to the streets and roads. The Board of Selectmen have tried to stretch the money as much as possible. However, the road base on some of the roads has degenerated and the Town is now dealing with reconstruction of the road network and has had to cram two years of capital expense into one year.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 41 was unanimously adopted on May 2, 1994.

ARTICLE 42 was unanimously adopted on May 2, 1994.

ARTICLE 43: APPROPRIATE FOR WATER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate $500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $500,000 for a period up to 30 years under G.L. c. 44, s. 8(5).

Mr. John D. Marr, Jr., member, addressed this proposal on behalf of the Board of Selectmen. He advised that this is a reoccurring article each year.

Mr. Michael Fee, Chairman, advised that the Finance Committee recommended adoption of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 44: APPROPRIATE SOLID WASTE TRANSFER TRAILER REPLACEMENT

To see if the Town will vote to raise and appropriate $40,000 for the purchase of a Solid Waste Transfer Trailer; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $40,000 for the purchase of a Solid Waste Transfer Trailer; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $40,000 for a period up to 5 years under G.L. c. 44, s. 7(9).

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 45 was previously withdrawn on May 2, 1994.

ARTICLE 46 was previously withdrawn on May 2, 1994.

ARTICLE 47: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate $308,850 to make improvements and alterations to the Needham High School as required by the Americans with Disabilities Act; determine how such sum shall be raised; to be spent under the direction of the School Committee; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $308,850 to make improvements and alterations to the Needham High School as required by the Americans with Disabilities Act to be spent under the direction of the School Committee, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $308,850 for a period up to 20 years under G.L. c. 44, s. 7(3A).

A motion to discuss Articles 47 and 48 together, but vote on separately was offered by Mrs. Jennifer Peck Fainberg. The motion was presented and carried unanimously by voice vote.

Mrs. Jennifer Peck Fainberg. Chairman, addressed this proposal on behalf of the School Committee. She advised that the Architectural Board has made no decision on the High School. The School Committee will bring these articles back for funding at a later date after meeting with the Finance Committee. The Newman School is the School Committee's first priority.

Mr. Robert E. Chase, Chairman, Future School Needs Committee, expressed concern with the maintenance of the school buildings. He noted that a long range maintenance plan was established 4 or 5 years ago. However, delays in funding now will create greater funding problems later.

Mrs. Doris O. Walstein suggested funding for maintenance expenses one year and salary expenses the next year.

A motion to postpone Article 47 indefinitely was offered by Mrs. Jennifer Peck Fainberg. The motion was presented and carried unanimously by voice vote.

ARTICLE 48: APPROPRIATE FOR MITCHELL SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate $103,550 to make improvements and alterations to the Mitchell School as required by the Americans with Disabilities Act; determine how such sum shall be raised; to be spent under the direction of the School Committee; or take any other action relative thereto.

MOVED: That the Town raise and appropriate $103,550 to make improvements and alterations to the Mitchell School as required by the Americans with Disabilities Act to be spent under the direction of the School Committee, that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $103,550 for a period up to 20 years under G.L. c. 44, s. 7(3A).

A motion to postpone Article 48 indefinitely was offered by Mrs. Jennifer Peck Fainberg. The motion was presented and carried unanimously by voice vote.

ARTICLE 49: APPROPRIATE FOR FIRE DEPARTMENT ENGINE 3/LADDER/REHABILITATION

To see if the Town will vote to raise and appropriate the sum of $25,000 to rehabilitate engine 3 and ladder truck 1 in the Fire Department; determine how such sum shall be raised; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate the sum of $25,000 to rehabilitate engine 3 and ladder truck 1 in the Fire Department, said sum to be raised from the current tax levy and to be spent under the direction of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 10:55 P.M., Mr. William M. Powers moved that the Annual Town Meeting stand adjourned to Monday, May 16, 1994 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

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ADJOURNED ANNUAL TOWN MEETING

Monday, May 16, 1994

Pursuant to adjournment of the Annual Town Meeting held May 11, 1994, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 16, 1994, at 7:30 P.M.

Check lists were used and 242 voters were checked on the list as being present, including 223 Town Meeting Members.

The Moderator announced that Rev. Richard A. Horner, President of the Needham Clergy Association, had notified him that there would not be a member of the clergy available this evening to give the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 50 was previously withdrawn on May 2, 1994.

ARTICLE 51: APPROPRIATE FOR TRAFFIC SIGNAL REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $40,000 for traffic signal replacement; determine how such sum shall be raised; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate the sum of $40,000 for traffic signal replacement, said sum to be raised from the current tax levy and to be spent under the direction of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 52 was adopted unanimously on May 2, 1994.

ARTICLE 53: APPROPRIATED FOR DPW EQUIPMENT REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of $319,406 for DPW equipment; determine how such sum shall be raised; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town raise and appropriate the sum of $319,406 for DPW equipment, said sum to be raised from the current tax levy and to be spent under the direction of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

In response to an inquiry from Mr. Edward B. Murphy, Mr. Michael Fee, Chairman, advised that the Finance Committee did not recommend passage of this article as it now stands, but that the article would be amended under the Omnibus Article reducing the amount of money requested and the Finance Committee would recommend adoption at that time.

ARTICLE 54: APPROPRIATE FOR NEWMAN SCHOOL RENOVATIONS

To see if the Town will vote to raise and appropriate the sum of $4,221,000 for remodeling, reconstructing, making extraordinary repairs and additions to the Newman School Building including equipment and furnishings; said sum to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $3,900,000 under M.G.L. c. 44 Sections 7 (3) and 7 (3A) of Chapter 645 of the Acts of 1948 as amended for a period not exceeding twenty years; and $321,000 to be raised from the Stabilization Fund; and that the School Committee is authorized to take any other action necessary to carry out this project; or take any other action relative thereto.

MOVED: That the Town raise and appropriate the sum of $4,221,000 for remodeling, reconstructing, making extraordinary repairs and additions to the Newman School Building including equipment and furnishings; said sum to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow $3,900,000 under M.G.L. c. 44 Sections 7 (3) and 7 (3A) of Chapter 645 of the Acts of 1948 as amended for a period not exceeding twenty years; and $321,000 to be raised from the Stabilization Fund.

A motion to amend was offered by Mr. John D. Marr, Jr. by inserting after the word "appropriate" the following: "from the Stabilization Fund"

by deleting the remainder of Article 54 following the words "sum of" and replacing it with:

"$296,000 to be used for repairs at the Newman Elementary School Building; said sum to be spent; under the direction of the School Committee."

Mr. John D. Marr, Jr., Selectman, advised that the motion to amend is to provide the $296,000 from the Stabilization Fund to begin repairs on the Newman School Building this Summer.

Mr. David W. Kunhardt, member, Newman Building Committee, also addressed this proposal. He noted that the Newman project is not dead - just on hold until the Town is ready to pay. He advised that the School Committee is not buying a Cadillac, just trying to keep the Chevy on the road. Mr. Kunhardt proceeded to explain what repairs will be done this Summer and those items that will not be done since the Debt Exclusion Override ballot question did not pass on the

1994 Annual Town Election.

Mr. Michael Fee, Chairman, Finance Committee, recommended adoption of the amended article. He stated that last Fall the Finance Committee set aside money in the Stabilization Fund for just such a purpose. This is a form of down payment. The Finance Committee still has not heard the overall plan.

In response to an inquiry from Mrs. Barbara K. Popper, Mrs. Fainberg stated that other towns are using the Education Reform money for educational purposes.

In response to an inquiry from Mr. Irwin Silverstein regarding the best funding source for the Newman project, Mr. Fee noted that the Finance Committee cannot find $4 million now or in the future without a debt exclusion override.

Mr. Christopher Z. Dobrowolski presented the following possible funding suggestions: 1) salary reduction - public teacher salaries are higher than private school teacher salaries, 2) revenue from non-resident students, and 3) contracting custodial services.

In response to an inquiry from Mr. Eugene S. Ciolfi, Mr. Kunhardt stated that he could not speak on the attitudes of previous tenants, but that the 9 or so years of small rental income went to roof repair at the Newman School.

In response to an inquiry from Mrs. Doris O. Waldstein regarding alternating maintenance repairs and salary increases, Mr. Kunhardt stated that several items listed for the Newman School are system repairs - those that have reached the end of their useful life - as well as handicapped access required by law.

A motion to move the previous question on all motions on the floor was offered by Mr. Foster S. Crook. The motion was presented and carried by voice vote.

Mr. Marr's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by a count of hands. The hand count was Yes 207 - No 2.

VOTED: That the Town raise and appropriate from the Stabilization Fund the sum of $296,000 to be used for repairs at the Newman Elementary School Building; said sum to be spent under the direction of the School Committee.

ARTICLE 55 was adopted unanimously on May 2, 1994.

A motion to reconsider Article 14 was offered by Mrs. Susan W. Abbott. The motion was put before Article 56 on Monday May 16, 1994 at which time the motion was passed up to the Moderator.

Mrs. Abbott presented the motion to reconsider for the purpose of discussing Section 12. She expressed concern that Town Meeting voted Section 12 in for the Union, but not for the non-represented employees.

Mr. James Hugh Powers suggested Town Meeting not reconsider Article 14 and wait until the Special Town Meeting in the Fall.

Mr. H. Phillip Garrity, Jr., Chairman, advised that this article deals with the non-represented employees, many of whom work overtime, but are not entitled to overtime pay. He noted that the Board of Selectmen supported this article then and now. He also stated that he would like to hear from some of the other elected boards who have employees that fall in this category.

Mrs. Michele McQuillen, member of the Personnel Board, also supported reconsideration of this article.

After a brief discussion, a motion to move the previous question was offered by Mr. William M. Powers. The motion was presented and carried by voice vote.

The motion to reconsider was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt as to the voice vote. The Motion was presented for the third time, but it failed to pass by a count of hands. The hand count was Yes 87 - No 121.

ARTICLE 56: AMEND GENERAL BY-LAWS - SECTION 3.1.9. AND 10.2.2.3 (OBSTRUCTION OF SIDEWALKS)

To see if the Town will vote to amend Article 3, Police Powers, Authority and Regulations paragraph 3.1.9 of the General By-Laws by deleting the paragraph in its entirety and replacing with paragraph 3.1.9 and sub paragraphs 3.1.9.1 and 3.2.9.2 as follows:

3.1.9 Snow and Ice on Sidewalks and Streets

3.1.9.1. Commercial Property

Any owner, tenant, occupant or agent in charge of property used wholly or in part for stores, offices, or other public place who places any snow or ice on a sidewalk or a street on which such store, office or public place abuts, or allows snow and ice to remain on such sidewalk or for more than five hours between sunrise and sunset, shall forfeit not more than twenty dollars ($20.00) for each offense. If, through weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed. While the snow and ice remain, however, the sidewalk must be kept in safe condition by sanding or otherwise.

3.1.9.2 All Other Property

Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than twenty dollars ($20.00) for each offense.

And amend Article 10 Penalties and Enforcement of the Town By-Laws, Section 10.2.2.3 Police Regulations of the General By-Laws by deleting the sub paragraph in its entirety and replacing with the following:

10.2.2.3 S Snow and Ice on Sidewalks and Streets

(Subsections 3.1.2 and 3.1.9)
Fine Schedule: $20.00 per offense

or take any other action relative thereto.

MOVED: That the Town amend Article 3, Police Powers, Authority and Regulations paragraph 3.1.9 of the General By-Laws by deleting the paragraph in its entirety and replacing with paragraph 3.1.9 and sub paragraphs 3.1.9.1 and 3.2.9.2 as follows:

3.1.9 Snow and Ice on Sidewalks and Streets

3.1.9.1. Commercial Property

Any owner, tenant, occupant or agent in charge of property used wholly or in part for stores, offices, or other public place who places any snow or ice on a sidewalk or a street on which such store, office or public place abuts, or allows snow and ice to remain on such sidewalk or for more than five hours between sunrise and sunset, shall forfeit not more than twenty dollars ($20.00) for each offense. If, through weather conditions the snow and ice is evenly spread over a sidewalk and frozen and

therefore difficult to remove, it may remain until it can more easily be removed. While the snow and ice remain, however, the sidewalk must be kept in safe condition by sanding or otherwise.

3.1.9.2 All Other Property

Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than twenty dollars ($20.00) for each offense.

And amend Article 10 Penalties and Enforcement of the Town By-Laws, Section 10.2.2.3 Police Regulations of the General By-Laws by deleting the sub paragraph in its entirety and replacing with the following:

10.2.2.3 B Obstructing Public Ways or Sidewalks and Snow and Ice on Sidewalks and Streets

(Subsections 3.1.2 and 3.1.9)
Fine Schedule: $20.00 per offense.

Mr. Paul Theodore Owens, member, addressed this proposal on behalf of the Board of Selectmen. He explained that this General By-Law would allow the Town to issue fines to private contractors for putting snow back onto the streets once the DPW has already plowed.

Mr. Robert Y. Larsen commends the Board of Selectmen for this article, but suggested that the penalty was too low.

A motion to amend was offered by Mr. Robert Y. Larsen under 3.1.9.1 Commercial Property to change the twenty dollars ($20.00) forfeiture per each offense to fifty dollars ($50.00) per each offense.

A motion to amend was offered by Mr. Eugene S. McMorrow under both 3.1.9.1 Commercial Property and 3.1.9.2 All Other Property to change the twenty dollars ($20.00) forfeiture per each offense to fifty dollars ($50.00) per each offense.

The Moderator advised that subsection "10.2.2.3 B" was incorrect and that the motion should read "10.2.2.3 S".

A motion to amend was offered by Mrs. Patricia Berkey Boyd under Section 3.1.9.2 All Other Property to strike the words "Any person" and place in their stead the words "Any commercial snow removal operator".

A motion to amend was offered by Mrs. Sheila G. Pulver under both 3.1.9.1 Commercial Property and 3.1.9.2 All Other Property to change the twenty dollars ($20.00) forfeiture per each offense to one hundred dollars ($100.00) per each offense.

After a lengthy discussion, a motion to move the previous question was offered by Mr. Frederick Waldman.

Mr. Richard B. Weitzen advised of a typographical error under 3.1.9.1 Commercial Property the word "or" after the words "...on such sidewalk". The Moderator noted the correction in the main motion.

Mr. Waldman's motion to move the previous question was presented and carried by voice vote.

Mrs. Boyd's motion to amend was presented, but it failed to pass by voice vote.

Mrs. Pulver's motion to amend was offered, but it failed to pass by voice vote.

Mr. McMorrow's motion to amend was presented and carried by voice vote. Mr. David L. Gillmeister rose to request a division of Mr. McMorrow's motion and was joined by more than the required seven Town Meeting Members. The motion was again presented and carried by a count of hands. The hand count was Yes 169 - No 46.

ACTION: The main motion, as amended, was presented and carried by voice vote.

A motion to amend was offered by Mr. Paul Theodore Owens under 10.2.2.3 S to change the Fine Schedule from $20.00 per offense to $50.00 per offense. The motion to amend was presented and carried by voice vote.

ACTION: The main motion, as most recently amended, was presented and carried by voice vote.

VOTED: That the Town amend Article 3, Police Powers, Authority and Regulations paragraph 3.1.9 of the General By-Laws by deleting the paragraph in its entirety and replacing with paragraph 3.1.9 and sub paragraphs 3.1.9.1 and 3.2.9.2 as follows:

3.1.9 Snow and Ice on Sidewalks and Streets

3.1.9.1. Commercial Property

Any owner, tenant, occupant or agent in charge of property used wholly or in part for stores, offices, or other public place who places any snow or ice on a sidewalk or a street on which such store, office or public place abuts, or allows snow and ice to remain on such sidewalk for more than five hours between sunrise and sunset, shall forfeit not more than fifty dollars ($50.00) for each offense. If, through weather conditions the snow and ice is evenly spread over a sidewalk and frozen and therefore difficult to remove, it may remain until it can more easily be removed. While the snow and ice remain, however, the sidewalk must be kept in safe condition by sanding or otherwise.

3.1.9.2 All Other Property

Any person who places any snow or ice on a sidewalk or a street, shall forfeit not more than fifty dollars ($50.00) for each offense.

And amend Article 10 Penalties and Enforcement of the Town By-Laws, Section 10.2.2.3 Police Regulations of the General By-Laws by deleting the sub paragraph in its entirety and replacing with the following:

10.2.2.3 S Snow and Ice on Sidewalks and Streets

(Subsections 3.1.2 and 3.1.9)
Fine Schedule: $50.00 per offense.

ARTICLE 57: AMEND GENERAL BY-LAWS - SECTION 3.1.10 (CONSUMPTION OF ALCOHOLIC BEVERAGES)

To see if the Town will vote to amend Section 3.1.10 of the General By-Laws by deleting the second paragraph in its entirety and adding a new paragraph as follows:

"Any person who violates sub-section 3.1.10 of the General By-Laws may be arrested by a police officer without a warrant."

or take any other action relative thereto.

MOVED: That the Town will vote to amend Section 3.1.10 of the General By-Laws by deleting the second paragraph in its entirety and adding a new paragraph as follows:

"Any person who violates sub-section 3.1.10 of the General By-Laws may be arrested by a police officer without a warrant."

At this time, the Moderator presented his closing remarks on this 1994 Annual Town Meeting. He noted that the conduct of this Town Meeting was exemplary. The new Town Meeting Member, High School student Adrian Durbin, selected the article which he wanted to address

and did an excellent job, as did the two fifth graders. Mr. Garrity presented a good address on a tough subject - the Police Resolution - and Mr. Michael Fee's finance address set the tone for this Town Meeting. The Moderator expressed his appreciation to those members of the Finance Committee and Personnel Board who were retiring and thanked the Town Meeting Members for their courtesy and dedication.

Mr. Paul Theodore Owens addressed this proposal on behalf of the Board of Selectmen. He explained that this General By-Law amendment applies to any person drinking on town property.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 58 was adopted unanimously on May 2, 1994.

ARTICLE 59: ESTABLISH COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will create a Community Center Study Committee consisting of seven members: two appointed by the Board of Selectmen, at least one of which shall be a Selectmen; a Park and Recreation Commissioner or their designee; a member of the Council on Aging or their designee; a member of the School Committee or their designee; a Trustee of the Needham Public Library or their designee; and a member of the Finance Committee or their designee. Other boards, committees, civic organizations or community groups may be represented on said Committee as determined necessary by the Committee. Said Committee shall study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs. Said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town will create a Community Center Study Committee consisting of seven members: two appointed by the Board of Selectmen, at least one of which shall be a Selectmen; a Park and Recreation Commissioner or their designee; a member of the Council on Aging or their designee; a member of the School Committee or their designee; a Trustee of the Needham Public Library or their designee; and a member of the Finance Committee or their designee. Other boards, committees, civic organizations or community groups may be represented on said Committee as determined necessary by the Committee. Said Committee shall study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs. Said Committee shall report back to the next Annual Town Meeting or sooner.

Mrs. Sally B. Davis, addressed this proposal on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 60: CONTINUE BUILDINGS AND GROUNDS STUDY COMMITTEE

To see if the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner.

Mr. Keith M. McClelland, member, addressed this proposal on behalf of the Building & Grounds Study Committee. He noted that this committee reviewed a study from the Town of Brookline on how other towns deal with public buildings and parks. He urged support of this article.

Mr. Paul Theodore Owens addressed this proposal on behalf of the Board of Selectmen. He advised that this is a good plan. However, he noted that while this plan will cost money, there will be a savings in the long run.

Unanimous consent was given to allow Mr. William Sullivan, Assistant Superintendent of Schools and non-resident, to address Town Meeting. Mr. Sullivan advised that the School Committee voted to support this proposal on the condition that no positions be reduced. The School Committee has a difficult choice - spend money on grounds or on education. The Schools have 10 sites and the Town has 6 sites. He indicated that it would be better to have two leaders of buildings and grounds.

Mr. Michael Fee, Chairman, advised that the Finance Committee supports the continuation of this committee.

Mrs. Roma Jean Brown, Chairman, advised that Massachusetts General Laws give the Library Trustees custody of the Library's building and grounds. They concur that the current method of caring for public buildings and grounds needs updating, but indicated the need for additional information before supporting the concept.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 61 was adopted unanimously on May 2, 1994.

ARTICLE 62 was adopted unanimously on May 2, 1994.

ARTICLE 63: CONTINUE SCHOOL DEPARTMENT FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting; to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by section 2.7.2.1 of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting; to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department

and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by section 2.7.2.1 of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 64 was adopted unanimously on May 2, 1994.

ARTICLE 65: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last amended by vote under Article 40 of the 1993 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last amended by vote under Article 40 of the 1993 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 66: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

Mr. Paul Theodore Owens, Selectman, thanked everyone for the cards and flowers sent to him at Glover Memorial Hospital during his recent operation. He expressed his appreciation to the hospital, doctors, staff, and volunteers who were wonderful, and, in particular, Sarah O'Neil, who is retiring after 33 years from Glover Memorial Hospital.

Mr. John D. Marr, Jr., Selectman, reminded Town Meeting Members of the Resolution adopted at the 1993 Annual Town Meeting for Needham Market, England. He and Mrs. Marr visited Needham Market this past Summer and presented the Resolution at a reception held in their honor. Mr. Marr brought back a proclamation adopted at Needham Market, England, for Needham, Massachusetts, which will be on display.

MOVED: Under Article 66, the following motion to amend Article 53 was offered by Mr. Paul O'Connor:

That the amount of $319,702 voted previously under Article 53 be amended to $199,778 for DPW equipment; that the sum of $95,702 be raised from the FY'95 tax levy and $104,076 be met by the Treasurer with the approval of the Selectman borrowing $104,076 under M.G.L. c. 44, Section 7(9) for a period up to 5 years; and to be spent under the direction of the Board of Selectmen.

ACTION: The motion was presented and carried unanimously by voice vote.

VOTED: That the Town raise and appropriate the sum of $199,778 for DPW equipment; that the sum of $95,702 be raised from the FY'95 tax levy and $104,076 be met by the Treasurer with the approval of the Selectmen borrowing $104,076 under M.G.L. c. 44, Section 7(9) for a period up to 5 years; and to be spent under the direction of the Board of Selectmen.

MOVED: Under Article 66, the following motion to amend Article 21 was offered by Mr. Paul O'Connor:

That the operating budget for Fiscal Year 1995 as adopted on May 9, 1994 under Article 21 of the 1994 Annual Town Meeting be amended as follows:

1) Create a new line item under the Personnel Board - Line Item 114, Merit Bonuses - and appropriate thereto the sum of $7,500,

2) reduce Line Item 211, Reserve Fund, from $393,566 to $386,066,

3) amend Line Item 616, Commission on Disabilities, Expenses, from $513 to $1,293 of which $780 shall be raised from Handicapped Parking Fines in accordance with G.L. ch. 40, Section 22G,

4) to appropriate the sum of $200,000 to the Stabilization Fund, to be raised by the current tax levy.

ACTION: Mr. O'Connor's motion to amend was presented and carried unanimously by voice vote.

VOTED: That the Town raise and appropriate for the necessary Town charges and expenses as follows:

TOWNWIDE EXPENSES:

010.	Street lighting	$380,000.
011.	Garbage collection	98,000.
012.	Insurance, general	565,000.
013.	Health insurance	4,185,000.
014.	Worker's compensation	450,000.
015.	Prop. self insurance	15,000.
016.	Unif. serv. self insurance	90,000.
017.	Unemployment compensation	30,000.
018.	Maturing bonds	1,150,160.
019.	Bond interest	460,942.
020.	Contributory retirement	2,900,388.
021.	Chapter 32 retirement	200,000.
022.	MWRA sewer assessment	3,168,885.
023.	MWRA water assessment	137,835.
024.	Minuteman Voc. assessment	522,929.
025.	Commuter Parking	85,000.

GENERAL GOVERNMENT

BOARD OF SELECTMEN:

101.	Salaries (Raised by transfer of $5,500 from the Parking Meter Fund)	$339,655.
102.	Purchase of Service (Raised by transfer of $3,000. from the Parking Meter Fund)	149,908.

103. Expenses	24,350.
104. Capital Outlay	10,000.
TOWN CLERK/BOARD OF REGISTRARS	
105. Salaries	127,852.
106. Purchase of service	22,870.
107. Expenses	3,475.
108. Capital Outlay	0.
109. Tellers/Canvassers/Details	20,955.
LEGAL:	
110. Salaries	46,763.
111. Special Fees	120,000.
112. Expenses	5,000.
PERSONNEL BOARD:	
113. Salaries	1,099.
114. Merit Bonuses	7,500.
FINANCE	
ASSESSORS:	
201. Salaries	191,007.
202. Purchase of service	25,000.
203. Expenses	15,000.
204. Capital Outlay	1,000.
FINANCE DEPARTMENT:	
205. Salaries	562,424.
206. Purchase of Service	348,780.
207. Expenses	82,460.
208. Capital Outlay	21,350.
FINANCE COMMITTEE:	
209. Salaries	12,894.
210. Expenses	350.
211. Reserve Fund	386,066.
CONTRIBUTORY RETIREMENT:	
212. Salaries	45,846.
213. Purchase of service	1,200.
214. Expenses	3,400.
EDUCATION:	
301. Salaries	18,028,475.
302. Purchas of Service	2,980,646.
303. Expenses	830,467.
304. Capital Outlay	261,773.
PUBLIC SAFETY	
POLICE:	
401. Total Salaries	2,523,074.
(raised by transfer of $20,000. from the Parking Meter Fund)	
402. Purchase of Service	80,783.
403. Expenses	141,642.
404. Capital Outlay	69,800.
FIRE:	
405. Total Salaries	3,101,885.
406. Purchase of service	109,515.
407. Expenses	162,265.
408. Capital Outlay	38,700.
CIVIL DEFENSE:	
409. Salaries	3,000.
415. Purchase of Service	11,925.
416. Expenses	3,075.
BUILDING:	
412. Salaries	163,726.
413. Purchase of service	880.
414. Expenses	4,325.
415. Capital Outlay	0.
SEALER OF WEIGHTS & MEASURES:	
416. Salaries	7,888.
417. Purchase of Service	380.
418. Expenses	1,522.
PUBLIC FACILITIES	
PUBLIC WORKS:	
501. Salaries	2,732,951.
(Raised by transfer of $27,000. from the Parking Meter Fund)	
502. Purchase of Service	1,498,.395.
(Raised by transfer of $15,000. from the Parking Meter Fund)	
503. Expenses	481,990.
504. Capital Outlay	59,766.
505. Snow & Emergency Salary	60,000.
506. Snow & Emergency Expenses	90,000.
HUMAN SERVICES	
BOARD OF HEALTH:	
601. Salaries	212,533.
602 Purchase of service	91,441.
603. Expenses	10,550.
604. Capital Outlay	0.
VETERANS' SERVICES:	
605. Salaries	34,903.
606. Expenses	3,200.
607. Benefits	41,000.
608. Expenses - Parking Clerk	0.
YOUTH COMMISSION:	
609. Salaries	112,134.
610. Expenses	4,790.
611. Capital Outlay	0.
COUNCIL ON AGING:	
612. Salaries	152,300.
613. Purchase of Service	11,400.
614. Expenses	3,570.
615. Capital Outlay	1,850.
COMMISSION ON DISABILITIES:	
616. Expenses	1,293.
(Raised by transfer of $780. from the Handicapped Parking Fines in accordance with G.L. Ch. 40, Section 22G and the balance of $513. from the current tax levy.)	
DEVELOPMENT	
PLANNING BOARD:	
701. Salaries	85,426.
702. Purchase of Service	2,960.
703. Expenses	1,947.
704. Capital Outlay	0.
CONSERVATION COMMISSION:	
705. Salaries	13,738.
706. Purchase of Service	3,429.
707. Expenses	1,150.
708. Capital Outlay	0.

BOARD OF APPEALS:	
709. Salaries	5,253.
710. Expenses	3,550.
711. Capital Outlay	0.
HISTORICAL COMMISSION:	
712. Expenses	513.
CULTURAL AND LEISURE SERVICES	
LIBRARY:	
801. Salaries	584,341.
802. Purchase of Service	70,500.
803. Books & Periodicals	100,000.
804. Expenses	17.650.
805. Capital Outlay	29,900.
PARK & RECREATION:	
807. Salaries	263,933.
808. Purchase of Service	21,347.
809. Expenses	26,778.
810. Capital Outlay	37,000.
MEMORIAL PARK:	
811. Expenses	600.
812. Capital Outlay	0.;

and to appropriate the sum of $200,000. to the Stabilization Fund, to be raised by the current tax levy.

MOVED: Under Article 66, the following motion to amend Article 23 was offered by Mrs. Jennifer Peck Fainberg:

That the main motion under Article 23 be amended by deleting the words "in fiscal year 1995".

VOTED: That the Town establish a revolving fund account pursuant to the provisions of Chapter 71, Section 71E of the General Laws for the revenues from the School Department School Building User Fees; to authorize the School Committee through the Superintendent to expend money from such fund.

MOVED: Under Article 66, the following motion was offered by Mr. Paul O'Connor:

That the Town Meeting instruct the Finance Committee to study alternatives and improvements to the current capital planning process, including but not limited to the implementation of a separate Capital Planning Committee under the authority granted by Mass. Gen. Laws c. 41, Sec. 106B, the results of such study to be provided to Town Meeting at the next Annual Town Meeting.

ACTION: The motion was presented and carried by voice vote.

MOVED: Under Article 66, the following motion was offered by Mr. James Hugh Powers:

That the following resolution be adopted by this Annual Town Meeting:

RESOLVED: That it is the sense of this 1994 Annual Town Meeting duly convened in the Town of Needham that all revenues of the State Lottery not required to pay prizes or to fund the administrative expenses of that Lottery be distributed in toto to the cities, towns and school districts of the Commonwealth; that such Lottery revenues shall not be used to fund state government operations other than prizes and Lottery administrative costs as aforesaid, nor be diverted to any other purpose; and that the legislators representing this Town in the General Court be instructed, under Article XIX of the Declaration of Rights in the State Constitution, to do all things necessary and proper within their power to implement this Resolution as the will of the Town; and that the Selectmen cause copies of this Resolution to be provided to each such legislator forthwith.

Mr. Powers advised Town Meeting that we have a bone to pick with the General Court. The General Court now wants to divert money from the Lottery to support the racing tracks. The money is needed for education for our children.

Mrs. Sally B. Davis, Selectman, noted that the Board of Selectmen is delighted with Mr. Powers Resolution. The Massachusetts Municipal Association is working hard to return Lottery money to the cities and towns and expressed the need to be vigil.

ACTION: The Resolution was presented and carried by voice vote.

At 10:55 P.M. Mr. H. Phillip Garrity, Jr. moved that this Annual Town Meeting be dissolved in memory of Mr. Melvin Zabar. The motion was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC/AAE,
Town Clerk

a true copy
ATTEST:

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